

# **NEW BUSINESS**

# MAYOR'S OFFICE COORDINATORS REPORT

OVERALL STATUS (please circle): ☒ **APPROVED** ☐ **DENIED** ☐ **N/A** ☐ **CANCELED**

Petition #: 977 Event Name: Detroit 313 Birthday Celebration

Event Date: July 26, 2019

Street Closure: None

Organization Name: 8th Precinct & State Rep. Sherry Gay - Dagnago

Street Address: 21555 W. McNichols Detroit, MI 48219

Receipt date of the <b>COMPLETED</b> Special Events Application:	
Date of City Clerk's Departmental Reference Communication:	
Due date for City Departments reports:	
Due date for the Coordinators Report to City Clerk:	

Event Elements (check all that apply):

- |  |  |  |  |
|--|--|--|--|
| <input type="checkbox"/> Walkathon                     | <input type="checkbox"/> Carnival/Circus       | <input type="checkbox"/> Concert/Performance | <input type="checkbox"/> Run/Marathon        |
| <input type="checkbox"/> Bike Race                     | <input type="checkbox"/> Religious Ceremony    | <input type="checkbox"/> Political Ceremony  | <input checked="" type="checkbox"/> Festival |
| <input type="checkbox"/> Filming                       | <input type="checkbox"/> Parade                | <input type="checkbox"/> Sports/Recreation   | <input type="checkbox"/> Rally/Demonstration |
| <input type="checkbox"/> Fireworks                     | <input type="checkbox"/> Convention/Conference | <input type="checkbox"/> Other: _____        |  |
| <input type="checkbox"/> <b>24-Hour Liquor License</b> |  |  |  |

## Petition Communications (include date/time)

Festival held in commemoration of Detroit's Birthday from 8:30am - 3:00pm at Crowell Recreation Center.

\*\* ALL permits and license requirements must be fulfilled for an approval status \*\*

Date	Department	N/A	APPROVED	DENIED	Additional Comments
	DPD	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	8th Precinct will Provide Special Attention
	DFD/EMS	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Permits Required
	DPW	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No Jurisdiction
	Health Dept.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Permits Required

ENTERED JUL 11 2019 MTAB

Date	Department	N/A	APPROVED	DENIED	Additional Comments
	TED	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Barricades Required
	Recreation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application Received & Approved as Presented
	Bldg & Safety	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Permits Required
	Bus. License	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Permits Required
	Mayor's Office	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	All Necessary permits must be obtained prior to event. If permits are not obtained, departments can enforce closure of event.
	Municipal Parking	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No Jurisdiction
	DDOT	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Impact on Buses

**MAYOR'S OFFICE**

Signature: B. Kusher

Date: 7-3-19

## DEPARTMENTAL REFERENCE COMMUNICATION

*Friday, July 5, 2019*

*To: The Department or Commission Listed Below*

*From: Janice M. Winfrey, Detroit City Clerk*

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The following petition is herewith referred to you for report and recommendation to the City Council.

In accordance with that body's directive, kindly return the same with your report in duplicate within four (4) weeks.

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RECREATION DEPARTMENT   MAYOR'S OFFICE  
POLICE DEPARTMENT

**977**     *8th Precinct and State Rep. Sherry Gay-Dagnogo, request to hold " Detroit 313rd Birthday Celebration" at Crowell Recreation Center on July 26, 2019 from 8:30 a.m. to 3:30 p.m.*

7/26/19

## City of Detroit Special Events Application

Successful events are the result of advance planning, effective communication and teamwork. The City of Detroit will be strictly adhering to the Special Events Guidelines; please print them out for reference. Petitioners are required to complete the information below so that the City of Detroit may gain a thorough understanding of the scope and needs of the event. This form must be completed and returned to the Special Events and Film Handling Office at least **60 days** prior to the first date of the event. If submitted later than 60 days prior, application is subject to denial. Please type or print clearly and attach additional sheets and maps as needed.

### Section 1- GENERAL EVENT INFORMATION

Event Name: Detroit <sup>318</sup> Birthday Celebration  
 Event Location: Crowell Recreation Center - Hope Park, 116630 Lahser Rd. Det, MI 48219  
 Is this going to be an annual event? ☐ Yes ☐ No

### Section 2- ORGANIZATION/APPLICANT INFORMATION

Organization Name: 8th Precinct and State Rep. Shereney Gay-Dagnogo  
 Organization Mailing Address: 21555 W. McNichols Rd. Det, MI 48219  
 Business Phone: (313) 596-5800 Business Website: \_\_\_\_\_

Applicant Name: Toni Dunker + <sup>St</sup> Lisa Shade  
 Business Phone: (313) 596-5800 Cell Phone: (313) 452-8971 Email: Tdunkar@house.mi.gov + shade1201@detmi.gov

#### Event On-Site Contact Person:

Name: Toni Dunker  
 Business Phone: \_\_\_\_\_ Cell Phone: (313) 452-8971 Email: Tdunkar@house.mi.gov

#### Event Elements (check all that apply)

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Walkathon             | <input type="checkbox"/> Carnival/Circus     | <input type="checkbox"/> Concert/Performance |
| <input type="checkbox"/> Run/Marathon          | <input type="checkbox"/> Bike Race           | <input type="checkbox"/> Religious Ceremony  |
| <input type="checkbox"/> Political Event       | <input checked="" type="checkbox"/> Festival | <input type="checkbox"/> Filming             |
| <input type="checkbox"/> Parade                | <input type="checkbox"/> Sports/Recreation   | <input type="checkbox"/> Rally/Demonstration |
| <input type="checkbox"/> Convention/Conference | <input type="checkbox"/> Fireworks           | <input type="checkbox"/> Other: _____        |

Projected Number of Attendees: 150-200

Please provide a brief description of your event:

This event is a celebration for Detroit Birthday, it is here to provide resource (health, education, etc), food and fun to Detroit Residents

**What are the projected set-up, event and tear down dates and times (must be completed)?**

Begin Set-up Date: July 26<sup>th</sup> Time: 6am Complete Set-up Date: July 26<sup>th</sup> Time: ~~2:00~~ 8am  
Event Start Date: July 26<sup>th</sup> Time: 8:30 am Event End Date: July 26<sup>th</sup> Time: 3:00 p.m.  
Begin Tearing Down Date: July 26<sup>th</sup>, 2019 Complete Tear Down Date: July 26<sup>th</sup>, 2019  
3:30 pm 5:00 pm

Event Times (If more than one day, give times for each day):  
\_\_\_\_\_

**Section 3- LOCATION/SITE INFORMATION**

Location of Event:

Facilities to be used (circle):    Street                      Sidewalk                      Park                      City  
Facility

Please attach a copy of Port-a-John, Sanitation, and Emergency Medical Agreements as well as a site plan which illustrates the anticipated layout of your event including the following:

- |                                   |  |
|-----------------------------------|--|
| -Public entrance and exit         | -Location of First Aid                 |
| -Location of merchandising booths | -Location of fire lane                 |
| -Location of food booths          | -Proposed route for walk/run           |
| -Location of garbage receptacles  | -Location of tents and canopies        |
| -Location of beverage booths      | -Sketch of street closure              |
| -Location of sound stages         | -Location of bleachers                 |
| -Location of hand washing sinks   | -Location of press area                |
| -Location of portable restrooms   | -Sketch of proposed light pole banners |

**Section 4- ENTERTAINMENT**

Describe the entertainment for this year's event:

DJ

Will a sound system be used?    ☐ Yes    ☒ No  
provided by recreation/parks  
If yes, what type of sound system?  
\_\_\_\_\_

**Section 5- SALES INFORMATION**

Will there be advanced ticket sales?    ☐ Yes    ☒ No  
If yes, please describe:  
\_\_\_\_\_

Will there be on-site ticket sales?    ☐ Yes    ☒ No  
If yes, list price(s):  
\_\_\_\_\_

Will there be vending or sales?    ☐ Yes    ☒ No  
If yes, check all that apply:

[ ] Food                      [ ] Merchandise                      [ ] Non-Alcoholic Beverages                      [ ] Alcoholic Beverages

Indicate type of items to be sold:

Will there be food trucks? ☐ Yes ☒ No  
If yes, please list how many:

Will there be a charge for parking? ☐ Yes ☒ No  
If yes, please describe the amount:

How will you advise attendees of parking options?

*We have individuals showing them parking area at the recreation center.*

#### Section 6- PUBLIC SAFETY & PARKING INFORMATION

Name of Private Security Company:

Contact Person:

Address: *8th Precinct.*

Phone:

City/State/Zip:

Number of Private Security Personnel Hired Per Shift:

Are the private security personnel (check all that apply):

☐ Licensed

☐ Armed

☐ Bonded

#### Section 7- COMMUNICATION & COMMUNITY IMPACT INFORMATION

How will your event impact the surrounding community (i.e. pedestrian traffic, sound carryover, safety)?

Have local neighborhood groups/businesses approved your event?

☐ Yes

☐ No

Indicate what steps you have or will take to notify them of your event:

#### Section 8- EVENT SET-UP

Complete the appropriate categories that apply to the event Structure

Describe specific power needs for entertainment and/or music. If generators will be used, described how many and how they will be fueled:

Name of vendor providing generators: Contact Person:

Address:

Phone:

City/State/Zip

How Many?

Size/Height

Booth

Tents (enclosed on 3 sides)

2 20x40

Canopy (open on all sides)

Staging/Scaffolding

Bandwagon /stage

Bleachers

provided by Parks + Recreation

**Section 9- COMPLETE ALL THAT APPLY**

Emergency medical services?

Contact Person:

Address:

City/State/Zip:

Name of company providing port-a-johns.

Contact Person:

Address:

Phone:

City/State/Zip:

Name of private catering company?

Contact Person:

Address:

Phone:

City/State/Zip:

## SPECIAL USE REQUESTS

List any streets or possible streets you are requesting to be closed. Include the day, date, and time of requested closing and reopening. Neighborhood Signatures must be submitted with application for approval. **Barricades are not available from the City of Detroit.**

Will there be street closures?

☐ Yes

☒ No

If yes, please complete the street closure information below and attach a map or sketch of the proposed area for closure.

STREET NAME: \_\_\_\_\_

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

CLOSURE DATES: \_\_\_\_\_ BEG TIME: \_\_\_\_\_ END TIME: \_\_\_\_\_

REOPEN DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

STREET NAME: \_\_\_\_\_

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

CLOSURE DATES: \_\_\_\_\_ BEG TIME: \_\_\_\_\_ END TIME: \_\_\_\_\_

REOPEN DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

STREET NAME: \_\_\_\_\_

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

CLOSURE DATES: \_\_\_\_\_ BEG TIME: \_\_\_\_\_ END TIME: \_\_\_\_\_

REOPEN DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

STREET NAME: \_\_\_\_\_

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

CLOSURE DATES: \_\_\_\_\_ BEG TIME: \_\_\_\_\_ END TIME: \_\_\_\_\_

REOPEN DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

STREET NAME: \_\_\_\_\_

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

CLOSURE DATES: \_\_\_\_\_ BEG TIME: \_\_\_\_\_ END TIME: \_\_\_\_\_

REOPEN DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

**PLEASE ADD IMPORTANT INFORMATION BELOW AND ATTACH A COPY OF THE FOLLOWING:**

- 1) CERTIFICATE OF INSURANCE**
- 2) EMERGENCY MEDICAL AGREEMENT**
- 3) SANITATION AGREEMENT**
- 4) PORT-A-JOHN AGREEMENT**
- 5) COMMUNITY COMMUNICATION**

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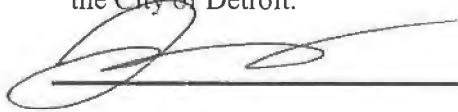
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## AUTHORIZATION & AFFIDAVIT OF APPLICANT

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief that I have read, understood and agreed to abide by the rules and regulations governing the proposed Special Event, and I understand that this application is made subject to the rules and regulations established by the Mayor or the Mayor's designee. Applicant agrees to comply with all other requirements of the City, County, State, and Federal Government and any other applicable entity, which may pertain to Special Events. I further agree to abide by these rules, and further certify that I, on behalf of the Event agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event, to the City of Detroit.



Signature of Applicant

7/3/2019  
Date

NOTE: Completion of this form does not constitute approval of your event. Pending review by the Special Events Management Team, you will be notified of any requirements, fees, and/or restrictions pertaining to your event.

## HOLD HARMLESS AND INDEMNIFICATION

The Applicant agrees to indemnify and hold the City of Detroit (which includes its agencies, officers, elected officials, appointed officials and employees) harmless from and against injury, loss, damage or liability (or any claims in respect of the foregoing including claims for personal injury and death, damage to property, and reasonable outside attorney's fees) arising from activities associated with this permit, except to the extent attributable to the gross negligence or intentional act or omission of the City.

Applicant affirms that Applicant has read and understands the Hold Harmless and Indemnification provision and agrees to the terms expressed therein.

(Please Print)

Event Name: Detroit 3/8 Birthday Celebration Event

Date: 7/26/2019

Event Organizer:

Toni Dunbar + Sgt. Lisa Shade

Applicant Signature: 

Date: 7/3/2019

# Celebrate Detroit!

#Det318



Join us for Detroit's 318<sup>th</sup> Birthday and a tribute to  
**Motown's 60<sup>th</sup> Anniversary**

**WEDNESDAY  
JULY 24  
7AM START**

**13 MILE RUN/WALK/BIKE**

Spirit of Detroit Statue  
Coleman A. Young Municipal Center  
One Woodward Ave. • Detroit  
to  
House District 8 (Location TBD)

**FRIDAY  
JULY 26  
8:30AM - 3PM**

8:30-11AM BLIGHT REMOVAL  
11AM-3PM CELEBRATION

**CROWELL RECREATION CENTER  
HOPE PARK  
16630 LAHSER ROAD • DETROIT**

Zumba on the Lawn, BINGO & Prizes,  
Live Entertainment & Free Bar-B-Que Meal!

**FREE • OPEN TO ALL • FOR MORE INFORMATION CONTACT MY OFFICE**



**STATE REPRESENTATIVE**

# **SHERRY GAY-DAGNOGO**

**(888) 347-8008**

[sherrygay-dagnogo@house.mi.gov](mailto:sherrygay-dagnogo@house.mi.gov)



Sign up to receive my email updates at  
**[gay-dagnogo.housedems.com](http://gay-dagnogo.housedems.com)**

2019-07-05

977

977    *Petition of 8th Precinct and State  
Rep. Sherry Gay-Dagnogo, request to  
hold " Detroit 313rd Birthday  
Celebration" at Crowell Recreation  
Center on July 26, 2019 from 8:30  
a.m. to 3:30 p.m.*

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REFERRED TO THE FOLLOWING DEPARTMENT(S)

RECREATION DEPARTMENT    MAYOR'S OFFICE  
POLICE DEPARTMENT

# MAYOR'S OFFICE COORDINATORS REPORT

OVERALL STATUS (please circle): ☒ **APPROVED** ☐ **DENIED** ☐ **N/A** ☐ **CANCELED**

Petition #: 668 Event Name: JDRF One Walk

Event Date : September 22, 2019

Street Closure: Atwater Street

Organization Name: JDRF

Street Address: 24359 Northwestern Highway Southfield, MI 48075

Receipt date of the <b>COMPLETED</b> Special Events Application:	
Date of City Clerk's Departmental Reference Communication:	
Due date for City Departments reports:	
Due date for the Coordinators Report to City Clerk:	

Event Elements (check all that apply):

- |  |  |  |  |
|--|--|--|--|
| <input checked="" type="checkbox"/> Walkathon          | <input type="checkbox"/> Carnival/Circus       | <input type="checkbox"/> Concert/Performance | <input type="checkbox"/> Run/Marathon        |
| <input type="checkbox"/> Bike Race                     | <input type="checkbox"/> Religious Ceremony    | <input type="checkbox"/> Political Ceremony  | <input type="checkbox"/> Festival            |
| <input type="checkbox"/> Filming                       | <input type="checkbox"/> Parade                | <input type="checkbox"/> Sports/Recreation   | <input type="checkbox"/> Rally/Demonstration |
| <input type="checkbox"/> Fireworks                     | <input type="checkbox"/> Convention/Conference | <input type="checkbox"/> Other: _____        |  |
| <input type="checkbox"/> <b>24-Hour Liquor License</b> |  |  |  |

## Petition Communications (include date/time)

JDRF One Walk to raise awareness for Juvenile Diabetes located at Milliken State Park & the Detroit Riverwalk from 8:00am - 11:30am.

\*\* ALL permits and license requirements must be fulfilled for an approval status \*\*

Date	Department	N/A	APPROVED	DENIED	Additional Comments
	DPD	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	DPD Assisted Event
	DFD/EMS	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Contracted with Hart Medical to Provide Private EMS Services
	DPW	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	DPD Assisted Event; No Permit Required
	Health Dept.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Permit Required

ENTERED JUL 11 2019 MTNB

Date	Department	N/A	APPROVED	DENIED	Additional Comments
	TED	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	DPD Assisted Event; No Barricades Required
	Recreation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application Received & Approved as Presented
	Bldg & Safety	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No Jurisdiction
	Bus. License	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No Jurisdiction
	Mayor's Office	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	All Necessary permits must be obtained prior to event. If permits are not obtained, departments can enforce closure of event.
	Municipal Parking	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No Permits Required
	DDOT	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Low Impact on Buses

**MAYOR'S OFFICE**

Signature: B. Auster

Date: 6-28-19

## DEPARTMENTAL REFERENCE COMMUNICATION

Thursday, February 07, 2019

To: The Department or Commission Listed Below

From: Janice M. Winfrey, Detroit City Clerk

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The following petition is herewith referred to you for report and recommendation to the City Council.

In accordance with that body's directive, kindly return the same with your report in duplicate within four (4) weeks.

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MAYOR'S OFFICE    POLICE DEPARTMENT  
RECREATION DEPARTMENT    FIRE DEPARTMENT  
BUILDINGS SAFETY ENGINEERING    BUSINESS LICENSE CENTER  
TRANSPORTATION DEPARTMENT    MUNICIPAL PARKING DEPARTMENT

668    *JDRF, request to hold "JDRF One Walk" at Milliken State Park/Detroit River Walk, on 9/22/19 at 8:00am - 11:30am, Set-up 9/21/19 at 8am - 5pm, Complete tear down on 9/22/19 at 12pm - 2pm, Street closure at Atwater (both directions) from Beaubien-Riopelle*

#668

## City of Detroit Special Events Application

Successful events are the result of advance planning, effective communication and teamwork. The City of Detroit will be strictly adhering to the Special Events Guidelines; please print them out for reference. Petitioners are required to complete the information below so that the City of Detroit may gain a thorough understanding of the scope and needs of the event. This form must be completed and returned to the Special Events and Film Handling Office at least **60 days** prior to the first date of the event. If submitted later than 60 days prior, application is subject to denial. Please type or print clearly and attach additional sheets and maps as needed.

### Section 1- GENERAL EVENT INFORMATION

Event Name: JDRF One Walk

Event Location: Milliken State Park / Detroit RiverWalk

Is this going to be an annual event? ☒ Yes ☐ No

### Section 2- ORGANIZATION/APPLICANT INFORMATION

Organization Name: JDRF

Organization Mailing Address: 24359 Northwestern Hwy, #125 Southfield MI 48075

Business Phone: 248-355-1133

Business Website: michlganeast.jdrf.org

Applicant Name: Sherry Rank

Business Phone: 248-936-1287

Cell Phone: 248-872-9390

Email: srank@jdrf.org

Event On-Site Contact Person:

Name: Sherry Rank

Business Phone: 248-936-1287

Cell Phone: 248-872-9390

Email: srank@jdrf.org

Event Elements (check all that apply)

- |  |  |  |
|--|--|--|
| <input checked="" type="checkbox"/> Walkathon  | <input type="checkbox"/> Carnival/Circus   | <input type="checkbox"/> Concert/Performance |
| <input type="checkbox"/> Run/Marathon          | <input type="checkbox"/> Bike Race         | <input type="checkbox"/> Religious Ceremony  |
| <input type="checkbox"/> Political Event       | <input type="checkbox"/> Festival          | <input type="checkbox"/> Filming             |
| <input type="checkbox"/> Parade                | <input type="checkbox"/> Sports/Recreation | <input type="checkbox"/> Rally/Demonstration |
| <input type="checkbox"/> Convention/Conference | <input type="checkbox"/> Fireworks         | <input type="checkbox"/> Other: _____        |

Projected Number of Attendees: 4,500

Please provide a brief description of your event:

JDRF One Walk is a fun, family event that raises money for type 1 diabetes research to find a cure.

**What are the projected set-up, event and tear down dates and times (must be completed)?**

Begin Set-up Date 09/21/2019 Time: 8:00am Complete Set-up Date: 9/21/2019 Time: 5:00pm

Event Start Date: 09/22/2019 Time: 8:00am Event End Date: 9/22/2018 Time: 11:30 am

Begin Tearing Down Date: 9/22/2019 12:00pm Complete Tear Down Date: 9/22/2019 2:00pm

Event Times (If more than one day, give times for each day):

Saturday, September 21, 2019 Event set-up from 8:00 am - 5:00 pm

Sunday, September 22, 2019 Set-up morning of the event at 6:00 am. Walk is 8:00 am to 11:30 am.

**Section 3- LOCATION/SITE INFORMATION**

Location of Event: William G. Milliken State Park, 1900 Atwater St, Detroit, MI 48207

Facilities to be used (Check) Street ☒ Sidewalk Park ☒ City Facility

Please attach a copy of Port-a-John, Sanitation, and Emergency Medical Agreements as well as a site plan which illustrates the anticipated layout of your event including the following:

- |                                   |  |
|-----------------------------------|--|
| -Public entrance and exit         | -Location of First Aid                 |
| -Location of merchandising booths | -Location of fire lane                 |
| -Location of food booths          | -Proposed route for walk/run           |
| -Location of garbage receptacles  | -Location of tents and canopies        |
| -Location of beverage booths      | -Sketch of street closure              |
| -Location of sound stages         | -Location of bleachers                 |
| -Location of hand washing sinks   | -Location of press area                |
| -Location of portable restrooms   | -Sketch of proposed light pole banners |

**You will be prompted to upload these attachments upon submitting this form**

**Section 4- ENTERTAINMENT**

Describe the entertainment for this year's event:

DJ and Kids activities to include face-painting and bounce houses

Will a sound system be used? ☒ Yes ☐ No

If yes, what type of sound system? DJ - Amplified Sound

Describe specific power needs for entertainment and/or music:

Gas generator for DJ, bounce houses, and start line boulder blimp

How many generators will be used? 5

How will the generators be fueled?

Gas

Name of vendor providing generators:

Contact Person: Jason Marzec, Sunbelt Rentals

Address: 34111 West Fort Street

Phone: 313-202-5767

City/State/Zip: Detroit, MI 48216

### Section 5- SALES INFORMATION

Will there be advanced ticket sales? ☐ Yes ☒ No

If yes, please describe:

Will there be on-site ticket sales? ☐ Yes ☒ No

If yes, list price(s):

Will there be vending or sales? ☐ Yes ☒ No

If yes, check all that apply:

☒ Food ☐ Merchandise ☐ Non-Alcoholic Beverages ☐ Alcoholic Beverages

Indicate type of items to be sold:

No items or food will be sold. Snacks, fruit, juice boxes and bottled water will be provided free to participants. The Walk is free to attend.

### Section 6- PUBLIC SAFETY & PARKING INFORMATION

Name of Private Security Company: Omega Security Service

Contact Person: Timothy Short

Address: 4325 Fox Hill Drive

Phone: 248-224-7621

City/State/Zip:

Sterling Heights, MI 48310

Number of Private Security Personnel Hired Per Shift:

4

Are the private security personnel (check all that apply):

☒ Licensed

☒ Armed

☐ Bonded

How will you advise attendees of parking options?

Parking info and parking map will be posted on our Detroit Walk website and included in our Walk team captain kits that are mailed to participants. It will also be included in the Walk Day details eblast that goes out to all walk participants one week prior to the event.

On Walk Day, we will also have traffic control volunteers with vests and flags strategically placed around the walk site and at the River East Parking Garage to direct participants to free parking at River East Parking Garage.

## Section 7- COMMUNICATION & COMMUNITY IMPACT INFORMATION

How will your event impact the surrounding community (i.e. pedestrian traffic, sound carryover, safety)?  
Will affect pedestrian traffic the morning of the event. Street closure and music may affect residents of Orleans  
Lansing  
and visitors to the OAC.

Have local neighborhood groups/businesses approved your event?

☒ Yes ☐ No

Indicate what steps you have or will take to notify them of your event:  
Approved by Rivard Plaza and Milliken State Park. We plan to reach out to Orleans Landing and the OAC to notify  
them of event far in advance of Walk date, as well as a reminder to them before the event. Will submit their  
approval to the city. They have approved and been supportive of our event the last 3 years.

## Section 8- EVENT SET-UP

Complete the appropriate categories that apply to the event **Structure**

	How Many?	Size/Height
Booth		
Tents (enclosed on 3 sides)	2	1 - 10 x 60 / 1 - 20 x 20
Canopy (open on all sides)	33	2 - 20 x 40 / 1, 20 x 20 / 29 - 10 x 10
Staging/Scaffolding	1	20 x 16 mobile stage
Bleachers		

## Section 9- COMPLETE ALL THAT APPLY

**Emergency medical services?**

Contact Person: Adam Gottlieb, HART EMS

Address: 220 Bagley, Suite 912

City/State/Zip: Detroit, MI 48226

**Name of company providing port-a-johns.** Brendel's Septic Tank Services

Contact Person: Terri Vickers

Address: 9481 Highland Road

Phone: 248-695-5000

City/State/Zip: Southfield, MI 48075

**Name of private catering company?** TBD for special catering for V1P tent only

Contact Person:

Address:

Phone:

City/State/Zip:

## SPECIAL USE REQUESTS

List any streets or possible streets you are requesting to be closed. Include the day, date, and time of requested closing and reopening. Neighborhood Signatures must be submitted with application for approval. **Barricades are not available from the City of Detroit.**

Attach a map or sketch of the proposed area for closure.

STREET NAME: Atwater Street (both directions)

FROM: Beaubien Street TO: Riopelle Street

CLOSURE DATES: 9/22/2019 BEG TIME: 8:00 am END TIME:

REOPEN DATE: 9/22/2019 at 11:00 am TIME:

STREET NAME: \_\_\_\_\_

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

CLOSURE DATES: \_\_\_\_\_ BEG TIME: \_\_\_\_\_ END TIME:

REOPEN DATE: \_\_\_\_\_ TIME:

STREET NAME: \_\_\_\_\_

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

CLOSURE DATES: \_\_\_\_\_ BEG TIME: \_\_\_\_\_ END TIME:

REOPEN DATE: \_\_\_\_\_ TIME:

STREET NAME: \_\_\_\_\_

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

CLOSURE DATES: \_\_\_\_\_ BEG TIME: \_\_\_\_\_ END TIME:

REOPEN DATE: \_\_\_\_\_ TIME:

STREET NAME: \_\_\_\_\_

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

CLOSURE DATES: \_\_\_\_\_ BEG TIME: \_\_\_\_\_ END TIME:

REOPEN DATE: \_\_\_\_\_ TIME:

**PLEASE ADD IMPORTANT INFORMATION BELOW AND ATTACH A COPY OF THE FOLLOWING:**

- 1) CERTIFICATE OF INSURANCE**
- 2) EMERGENCY MEDICAL AGREEMENT**
- 3) SANITATION AGREEMENT**
- 4) PORT-A-JOHN AGREEMENT**
- 5) COMMUNITY COMMUNICATION**

This will be our 4th year hosting the JDRF One Walk Detroit at Milliken State Parking and working with the City of Detroit. Please note that Milliken State Park is a State of Michigan Park and we work directly with the park to obtain special event permits required by the State of Michigan.

Due to it being a State of Michigan Park, in 2017 it was determined by the City of Detroit that we did not have to obtain permits with the City of Detroit Building and Safety and the Fire Marshall Inspection was waived. Supporting documentation can be provided upon request.

## AUTHORIZATION & AFFIDAVIT OF APPLICANT

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief that I have read, understood and agreed to abide by the rules and regulations governing the proposed Special Event, and I understand that this application is made subject to the rules and regulations established by the Mayor or the Mayor's designee. Applicant agrees to comply with all other requirements of the City, County, State, and Federal Government and any other applicable entity, which may pertain to Special Events. I further agree to abide by these rules, and further certify that I, on behalf of the Event agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event, to the City of Detroit.

*Sherry Roub*

01/22/2019

Signature of Applicant

Date

NOTE: Completion of this form does not constitute approval of your event. Pending review by the Special Events Management Team, you will be notified of any requirements, fees, and/or restrictions pertaining to your event.

## HOLD HARMLESS AND INDEMNIFICATION

The Applicant agrees to indemnify and hold the City of Detroit (which includes its agencies, officers, elected officials, appointed officials and employees) harmless from and against injury, loss, damage or liability (or any claims in respect of the foregoing including claims for personal injury and death, damage to property, and reasonable outside attorney's fees) arising from activities associated with this permit, except to the extent attributable to the gross negligence or intentional act or omission of the City.

Applicant affirms that Applicant has read and understands the Hold Harmless and Indemnification provision and agrees to the terms expressed therein.

Event Name: JDRF One Walk, Detroit Event  
Date: January 17, 2019

Event Organizer:  
JDRF

Applicant Signature: *Sherry Roub*  
Date: 01/22/2019

2019-02-07

668

668      *Petition of JDRE, request to hold  
"JDRE One Walk" at Milliken State  
Park/Detroit River Walk, on 9/22/19  
at 8:00am - 11:30am, Set-up 9/21/19  
at 8am - 5pm, Complete tear down on  
9/22/19 at 12pm - 2pm, Street closure  
at Atwater (both directions) from  
Beaubien-Riopelle*

REFERRED TO THE FOLLOWING DEPARTMENT(S)

- MAYOR'S OFFICE    POLICE DEPARTMENT
- RECREATION DEPARTMENT    FIRE DEPARTMENT
- BUILDINGS SAFETY ENGINEERING    BUSINESS
- LICENSE CENTER
- TRANSPORTATION DEPARTMENT    MUNICIPAL

RECREATION DEPARTMENT

# MAYOR'S OFFICE COORDINATORS REPORT

3 214

OVERALL STATUS (please circle): ☒ **APPROVED** ☐ **DENIED** ☐ **N/A** ☐ **CANCELED**

Petition #: 753 Event Name: Making Strides Against Breast Cancer of Detroit 2019

Event Date : October 12, 2019

Street Closure: Various

Organization Name: American Cancer Society

Street Address: 20450 Civic Center Drive Southfield, MI 48076

Receipt date of the <b>COMPLETED</b> Special Events Application:	
Date of City Clerk's Departmental Reference Communication:	
Due date for City Departments reports:	
Due date for the Coordinators Report to City Clerk:	

Event Elements (check all that apply):

- |  |  |  |  |
|--|--|--|--|
| <input checked="" type="checkbox"/> Walkathon          | <input type="checkbox"/> Carnival/Circus       | <input type="checkbox"/> Concert/Performance     | <input type="checkbox"/> Run/Marathon        |
| <input type="checkbox"/> Bike Race                     | <input type="checkbox"/> Religious Ceremony    | <input type="checkbox"/> Political Ceremony      | <input type="checkbox"/> Festival            |
| <input type="checkbox"/> Filming                       | <input type="checkbox"/> Parade                | <input type="checkbox"/> Sports/Recreation       | <input type="checkbox"/> Rally/Demonstration |
| <input type="checkbox"/> Fireworks                     | <input type="checkbox"/> Convention/Conference | <input checked="" type="checkbox"/> Other: _____ |  |
| <input type="checkbox"/> <b>24-Hour Liquor License</b> |  |  |  |

## Petition Communications (include date/time)

Annual 5K Walk in support of Breast Cancer from 6:00am - 3:00pm; with various street closures.

\*\* ALL permits and license requirements must be fulfilled for an approval status \*\*

Date	Department	N/A	APPROVED	DENIED	Additional Comments
	DPD	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	DPD Assisted Event; Contracted with Camouflage Security to Provide Private Security Services
	DFD/EMS	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Pending Inspections; Contracted with DMCAre Express to Provide Private EMS Services
	DPW	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	DPD Assisted Event; No Permits Required
	Health Dept.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Temporary Food License Required

ENTERED JUL 11 2019

VTNB

Date	Department	N/A	APPROVED	DENIED	Additional Comments
	TED	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Type III Barricades & Road Closure Signage Required
	Recreation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application Received & Approved as Presented
	Bldg & Safety	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Permits Required for Tents, Stages & Generators
	Bus. License	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Permits Required
	Mayor's Office	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	All Necessary permits must be obtained prior to event. If permits are not obtained, departments can enforce closure of event.
	Municipal Parking	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Purchase of Parking Meters Required
	DDOT	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Low Impact on Buses

**MAYOR'S OFFICE**

Signature: B. Kusher

Date: 6-28-19

## DEPARTMENTAL REFERENCE COMMUNICATION

Wednesday, March 20, 2019

To: The Department or Commission Listed Below

From: Janice M. Winfrey, Detroit City Clerk

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The following petition is herewith referred to you for report and recommendation to the City Council.

In accordance with that body's directive, kindly return the same with your report in duplicate within four (4) weeks.

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MAYOR'S OFFICE    DPW - CITY ENGINEERING DIVISION  
POLICE DEPARTMENT    FIRE DEPARTMENT  
BUSINESS LICENSE CENTER    BUILDINGS SAFETY ENGINEERING

**753**    *American Cancer Society, request to hold "Making Strides Against Breast Cancer of Detroit 2019" at Hart Plaza on 10/12/19 from 6 AM - 3 PM, Set-up on 10/11/19 from \* AM - 3 PM, Tear down on 10/12/19 from 12 PM to 3 PM.*

# City of Detroit Special Events Application

#753

Successful events are the result of advance planning, effective communication and teamwork. The City of Detroit will be strictly adhering to the Special Events Guidelines; please print them out for reference. Petitioners are required to complete the information below so that the City of Detroit may gain a thorough understanding of the scope and needs of the event. This form must be completed and returned to the Special Events and Film Handling Office at least **60 days** prior to the first date of the event. If submitted later than 60 days prior, application is subject to denial. Please type or print clearly and attach additional sheets and maps as needed.

## Section 1- GENERAL EVENT INFORMATION

Event Name: Making Strides Against Breast Cancer of Detroit 2019

Event Location: Hart Plaza

Is this going to be an annual event? ☒ Yes ☐ No

## Section 2- ORGANIZATION/APPLICANT INFORMATION

Organization Name: American Cancer Society

Organization Mailing Address: 20450 Civic Center Drive. Southfield, MI 48076

Business Phone: 2486633401

Business Website: www.cancer.org

Applicant Name: Carrie Franchi

Business Phone: 248.663.3467

Cell Phone: 734.891.7177

Email: carrie.franchi@cancer.org

Event On-Site Contact Person:

Name: same as above

Business Phone:

Cell Phone:

Email:

Event Elements (check all that apply)

☒ Walkathon

☐ Carnival/Circus

☐ Concert/Performance

☐ Run/Marathon

☐ Bike Race

☐ Religious Ceremony

☐ Political Event

☐ Festival

☐ Filming

☐ Parade

☐ Sports/Recreation

☐ Rally/Demonstration

☐ Convention/Conference

☐ Fireworks

☒ Other: non-competitive 3 mile walk

Please provide a brief description of your event:

5 K walk in support of breast cancer

**What are the projected set-up, event and tear down dates and times (must be completed)?**

Begin Set-up Date :10.11.19 Time:8am Complete Set-up Date: 10.11.19 Time: 3pm

Event Start Date: 10.12.19 Time:6am Event End Date: 10.12.19 Time:3pm

Begin Tearing Down Date:10.12.19 12:00pm Complete Tear Down Date 10.12.19 3:00pm

Event Times (If more than one day, give times for each day):

### Section 3- LOCATION/SITE INFORMATION

Location of Event: Hart Plaza / 1 Hart Plaza, Detroit, MI

Facilities to be used (circle): Street Sidewalk Park City  
Facility

Please attach a copy of Port-a-John, Sanitation, and Emergency Medical Agreements as well as a site plan which illustrates the anticipated layout of your event including the following:

- |                                   |  |
|-----------------------------------|--|
| -Public entrance and exit         | -Location of First Aid                 |
| -Location of merchandising booths | -Location of fire lane                 |
| -Location of food booths          | -Proposed route for walk/run           |
| -Location of garbage receptacles  | -Location of tents and canopies        |
| -Location of beverage booths      | -Sketch of street closure              |
| -Location of sound stages         | -Location of bleachers                 |
| -Location of hand washing sinks   | -Location of press area                |
| -Location of portable restrooms   | -Sketch of proposed light pole banners |

### Section 4- ENTERTAINMENT

Describe the entertainment for this year's event: DJ, stage speakers, Emcee

Will a sound system be used? ☒ Yes ☐ No

If yes, what type of sound system? A7Productions speaker amplification

Describe specific power needs for entertainment and/or music: Will use Hart Plaza plug ins and 3 generators

How many generators will be used? 3

How will the generators be fueled? gasoline

Name of vendor providing generators:

DTE Energy

Address:

Phone:

City/State/Zip

### Section 5- SALES INFORMATION

Will there be advanced ticket sales? ☐ Yes ☒ No

If yes, please describe:

Will there be on-site ticket sales? ☐ Yes ☒ No

If yes, list price(s):

Will there be vending or sales? ☒ Yes ☐ No

If yes, check all that apply:

☒ Food ☐ Merchandise ☐ Non-Alcoholic Beverages ☐ Alcoholic Beverages

Indicate type of items to be sold: Food trucks

### Section 6- PUBLIC SAFETY & PARKING INFORMATION

Name of Private Security Company: Existing park contract security will be used.

Contact Person: Camouflage Security / Joel Grissom

Address:

Phone: 313.717.2381

City/State/Zip:

Number of Private Security Personnel Hired Per Shift: 21 different security points

Are the private security personnel (check all that apply):

☒ Licensed ☐ Armed ☐ Bonded

Two will be armed (two security guards escorting our money handlers)

How will you advise attendees of parking options?

\_We will coordinate parking options with surface lots and garages, then will direct participants through email, website, and logistics phone call.

## Section 7- COMMUNICATION & COMMUNITY IMPACT INFORMATION

How will your event impact the surrounding community (i.e. pedestrian traffic, sound carryover, safety)?

We will work with DPD and Chris Stillwell from MitiSafe Consulting for road closures & use Traffic Management for barricades

Have local neighborhood groups/businesses approved your event?

☐ Yes

☐ No

Indicate what steps you have or will take to notify them of your event: emailing, calling, volunteers will visit

and offer posters and informaiton

## Section 8- EVENT SET-UP

Complete the appropriate categories that apply to the event **Structure**

	How Many?	Size/Height
Booth		
Tents (enclosed on 3 sides)	15 - 18	10x10, 20x20, 20x30
Canopy (open on all sides)	3	20x20, 30x30
Staging/Scaffolding	1	A7 Productions
Bleachers	None	

## Section 9- COMPLETE ALL THAT APPLY

**Emergency medical services?**

Contact Person: DMCCare

Address: 6420 E Lafayette St

City/State/Zip: Detroit, MI 48207

**Name of company providing port-a-johns. Scotty's Potties**

Contact Person: Tiffany

Address: 27940 Wick Road

Phone: 734.421.1400

City/State/Zip:

**Name of private catering company? N/A**

Contact Person:

Address:

Phone:

City/State/Zip:

## SPECIAL USE REQUESTS

List any streets or possible streets you are requesting to be closed. Include the day, date, and time of requested closing and reopening. Neighborhood Signatures must be submitted with application for approval. **Barricades are not available from the City of Detroit.**

Attach a map or sketch of the proposed area for closure.

STREET NAME: \_\_\_\_\_

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

CLOSURE DATES: \_\_\_\_\_ BEG TIME: \_\_\_\_\_ END TIME: \_\_\_\_\_

REOPEN DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

STREET NAME: \_\_\_\_\_

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

CLOSURE DATES: \_\_\_\_\_ BEG TIME: \_\_\_\_\_ END TIME: \_\_\_\_\_

REOPEN DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

STREET NAME: \_\_\_\_\_

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

CLOSURE DATES: \_\_\_\_\_ BEG TIME: \_\_\_\_\_ END TIME: \_\_\_\_\_

REOPEN DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

STREET NAME: \_\_\_\_\_

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

CLOSURE DATES: \_\_\_\_\_ BEG TIME: \_\_\_\_\_ END TIME: \_\_\_\_\_

REOPEN DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

STREET NAME: \_\_\_\_\_

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

CLOSURE DATES: \_\_\_\_\_ BEG TIME: \_\_\_\_\_ END TIME: \_\_\_\_\_

REOPEN DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

**PLEASE ADD IMPORTANT INFORMATION BELOW AND ATTACH A COPY OF THE FOLLOWING:**

- 1) CERTIFICATE OF INSURANCE (will not have until 60 days prior to event)**
- 2) EMERGENCY MEDICAL AGREEMENT**
- 3) SANITATION AGREEMENT**
- 4) PORT-A-JOHN AGREEMENT**
- 5) COMMUNITY COMMUNICATION**

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## **AUTHORIZATION & AFFADAVIT OF APPLICANT**

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief that I have read, understood and agreed to abide by the rules and regulations governing the proposed Special Event, and I understand that this application is made subject to the rules and regulations established by the Mayor or the Mayor's designee. Applicant agrees to comply with all other requirements of the City, County, State, and Federal Government and any other applicable entity, which may pertain to Special Events. I further agree to abide by these rules, and further certify that I, on behalf of the Event agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event, to the City of Detroit.

---

Signature of Applicant

Date

NOTE: Completion of this form does not constitute approval of your event. Pending review by the Special Events Management Team, you will be notified of any requirements, fees, and/or restrictions pertaining to your event.

## **HOLD HARMLESS AND INDEMNIFICATION**

The Applicant agrees to indemnify and hold the City of Detroit (which includes its agencies, officers, elected officials, appointed officials and employees) harmless from and against injury, loss, damage or liability (or any claims in respect of the foregoing including claims for personal injury and death, damage to property, and reasonable outside attorney's fees) arising from activities associated with this permit, except to the extent attributable to the gross negligence or intentional act or omission of the City.

Applicant affirms that Applicant has read and understands the Hold Harmless and Indemnification provision and agrees to the terms expressed therein.

**(Please Print)**

**Event Name:** \_\_\_\_\_ **Event Date:** \_\_\_\_\_

**Event Organizer:** \_\_\_\_\_

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_



2019-03-20

753

753

*Petition of American Cancer Society,  
request to hold "Making Strides  
Against Breast Cancer of Detroit  
2019" at Hart Plaza on 10/12/19 from  
6 AM - 3 PM, Set-up on 10/11/19 from  
\* AM - 3 PM, Tear down on 10/12/19  
from 12 PM to 3 PM.*

**REFERRED TO THE FOLLOWING DEPARTMENT(S)**

- MAYOR'S OFFICE DPW - CITY ENGINEERING DIVISION
- POLICE DEPARTMENT FIRE DEPARTMENT
- BUSINESS LICENSE CENTER BUILDINGS SAFETY ENGINEERING

## MAYOR'S OFFICE COORDINATORS REPORT

OVERALL STATUS (please circle): ☒ **APPROVED** ☐ **DENIED** ☐ **N/A** ☐ **CANCELED**

Petition #: 841 Event Name: Ride 4 Justice

Event Date : August 10, 2019

Street Closure: None

Organization Name: Justice 4 Jada, Inc.

Street Address: 35216 Wright Circle

27  
+  
23  
= 50  
- 46  
= 4

Receipt date of the <b>COMPLETED</b> Special Events Application:	
Date of City Clerk's Departmental Reference Communication:	
Due date for City Departments reports:	
Due date for the Coordinators Report to City Clerk:	

Event Elements (check all that apply):

- |  |  |  |  |
|--|--|--|--|
| <input checked="" type="checkbox"/> Walkathon          | <input type="checkbox"/> Carnival/Circus       | <input type="checkbox"/> Concert/Performance | <input type="checkbox"/> Run/Marathon        |
| <input type="checkbox"/> Bike Race                     | <input type="checkbox"/> Religious Ceremony    | <input type="checkbox"/> Political Ceremony  | <input type="checkbox"/> Festival            |
| <input type="checkbox"/> Filming                       | <input type="checkbox"/> Parade                | <input type="checkbox"/> Sports/Recreation   | <input type="checkbox"/> Rally/Demonstration |
| <input type="checkbox"/> Fireworks                     | <input type="checkbox"/> Convention/Conference | <input type="checkbox"/> Other: _____        |  |
| <input type="checkbox"/> <b>24-Hour Liquor License</b> |  |  |  |

### Petition Communications (include date/time)

Ride 4 Justice will hold their annual event for the community to rally against gun violence from 12:00pm - 4:00pm with a walkathon & rally at Sawyer Playground Park.

\*\* ALL permits and license requirements must be fulfilled for an approval status \*\*

Date	Department	N/A	APPROVED	DENIED	Additional Comments
	DPD	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	DPD Assisted Event
	DFD/ EMS	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Permits Required
	DPW	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	DPD Assisted Event; No Permits Required
	Health Dept.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Permits Required

**ENTERED** JUL 11 2019

MTNB

Date	Department	N/A	APPROVED	DENIED	Additional Comments
	TED	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Permits Required
	Recreation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application Received & Approved as Presented
	Bldg & Safety	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Permits Required
	Bus. License	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No Jurisdiction
	Mayor's Office	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	All Necessary permits must be obtained prior to event. If permits are not obtained, departments can enforce closure of event.
	Municipal Parking	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No Jurisdiction
	DDOT	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Impact on Buses

**MAYOR'S OFFICE**

Signature: B. Kushner

Date: 6-28-19

## DEPARTMENTAL REFERENCE COMMUNICATION

*Tuesday, April 30, 2019*

*To: The Department or Commission Listed Below*

*From: Janice M. Winfrey, Detroit City Clerk*

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The following petition is herewith referred to you for report and recommendation to the City Council.

In accordance with that body's directive, kindly return the same with your report in duplicate within four (4) weeks.

---

MAYOR'S OFFICE   POLICE DEPARTMENT  
DPW - CITY ENGINEERING DIVISION   FIRE DEPARTMENT  
BUILDINGS SAFETY ENGINEERING   BUSINESS LICENSE CENTER

**841**     *Justice 4 Jada Inc., request to hold the "Ride 4 Justice Against Gun Violence" at Sawyer Playgorund Park on 8/10/19 from 12PM - 4PM, Set up on 8/10/19 from 11AM - 12PM, Tear down 8/10/19 after event.*

#840

## City of Detroit Special Events Application

Successful events are the result of advance planning, effective communication and teamwork. The City of Detroit will be strictly adhering to the Special Events Guidelines; please print them out for reference. Petitioners are required to complete the information below so that the City of Detroit may gain a thorough understanding of the scope and needs of the event. This form must be completed and returned to the Special Events and Film Handling Office at least **60 days** prior to the first date of the event. If submitted later than 60 days prior, application is subject to denial. Please type or print clearly and attach additional sheets and maps as needed.

### Section 1- GENERAL EVENT INFORMATION

Event Name: Hide 4 Justice Against Gun Violence

Event Location: Lawyer Playground Park

Is this going to be an annual event? ☒ Yes ☐ No

### Section 2- ORGANIZATION/APPLICANT INFORMATION

Organization Name: Justice 4 Jada Inc

Organization Mailing Address: 35216 Wright Circle

Business Phone: (313) 208-0898 Business Website: www.justice4jada.org

Applicant Name: Tawanna Hankin

Business Phone: (313) 208-0898 Cell Phone:  Email: Justice4Jada@hotmail.com

Event On-Site Contact Person:

Name: Tawanna Hankin

Business Phone: (313) 208-0898 Cell Phone:  Email: Justice4Jada@hotmail.com

Event Elements (check all that apply)

- |  |  |   |
|--|--|---|
| <input checked="" type="checkbox"/> Walkathon  | <input type="checkbox"/> Carnival/Circus   | <input type="checkbox"/> Concert/Performance            |
| <input type="checkbox"/> Run/Marathon          | <input type="checkbox"/> Bike Race         | <input type="checkbox"/> Religious Ceremony             |
| <input type="checkbox"/> Political Event       | <input type="checkbox"/> Festival          | <input type="checkbox"/> Filming                        |
| <input type="checkbox"/> Parade                | <input type="checkbox"/> Sports/Recreation | <input checked="" type="checkbox"/> Rally/Demonstration |
| <input type="checkbox"/> Convention/Conference | <input type="checkbox"/> Fireworks         | <input type="checkbox"/> Other: <u></u>                 |

Projected Number of Attendees:

Please provide a brief description of your event:

Hide 4 Justice is a Event that allow the Community to Come a Support a Rally together Against Gun violence. It gives families the chance who lose love one to Gun Violence to have the opportunity to be Embrassed with the Community.

What are the projected set-up, event and tear down dates and times (must be completed)?

Begin Set-up Date: 8/10/19 Time: 11:AM Complete Set-up Date: \_\_\_\_\_ Time: 12pm

Event Start Date: 8/10/19 Time: 12pm Event End Date: 8/10/19 Time: 4pm

Begin Tearing Down Date: 8/10/19 Complete Tear Down Date: 8/10/19

Event Times (If more than one day, give times for each day):

W/A

### Section 3- LOCATION/SITE INFORMATION

Location of Event: 15401 Grand River (Mammoth Parking Lot) Detroit

Facilities to be used (circle): Street Sidewalk Park City

Please attach a copy of Port-a-John, Sanitation, and Emergency Medical Agreements as well as a site plan which illustrates the anticipated layout of your event including the following:

- |                                   |  |
|-----------------------------------|--|
| -Public entrance and exit         | -Location of First Aid                 |
| -Location of merchandising booths | -Location of fire lane                 |
| -Location of food booths          | -Proposed route for walk/run           |
| -Location of garbage receptacles  | -Location of tents and canopies        |
| -Location of beverage booths      | -Sketch of street closure              |
| -Location of sound stages         | -Location of bleachers                 |
| -Location of hand washing sinks   | -Location of press area                |
| -Location of portable restrooms   | -Sketch of proposed light pole banners |

### Section 4- ENTERTAINMENT

Describe the entertainment for this year's event:

Bounce House, Fair parking

Will a sound system be used? ☒ Yes ☐ No

If yes, what type of sound system?

DS Equipment

### Section 5- SALES INFORMATION

Will there be advanced ticket sales? ☐ Yes ☒ No

If yes, please describe:

Will there be on-site ticket sales? ☐ Yes ☒ No

If yes, list price(s):

Will there be vending or sales? ☐ Yes ☒ No

If yes, check all that apply:

☐ Food ☐ Merchandise ☐ Non-Alcoholic Beverages ☐ Alcoholic Beverages

Indicate type of items to be sold:

Will there be food trucks?

☐ Yes

☒ No

If yes, please list how many:

Will there be a charge for parking?

☐ Yes

☒ No

If yes, please describe the amount:

How will you advise attendees of parking options?

## Section 6- PUBLIC SAFETY & PARKING INFORMATION

Name of Private Security Company:

Contact Person:

Address:

Phone:

City/State/Zip:

Number of Private Security Personnel Hired Per Shift:

Are the private security personnel (check all that apply):

☐ Licensed

☐ Armed

☐ Bonded

## Section 7- COMMUNICATION & COMMUNITY IMPACT INFORMATION

How will your event impact the surrounding community (i.e. pedestrian traffic, sound carryover, safety)?

Have local neighborhood groups/businesses approved your event?

☒ Yes

☐ No

Indicate what steps you have or will take to notify them of your event:

OK. This an ~~add~~ Annualy  
Op Event, How I goes door to door passing out  
Flyer

## Section 8- EVENT SET-UP

Complete the appropriate categories that apply to the event Structure

Describe specific power needs for entertainment and/or music. If generators will be used, described how many and how they will be fueled:

Generators (2)

Name of vendor providing generators: Contact Person:

Address:

Phone:

City/State/Zip

How Many?

Size/Height

Booth

Tents (enclosed on 3 sides)

(3)

10 x 10

Canopy (open on all sides)

Staging/Scaffolding

Bleachers

Section 9- COMPLETE ALL THAT APPLY

Emergency medical services?

Contact Person:

911

Address:

City/State/Zip:

Name of company providing port-a-johns.

Deotth's Potties

Contact Person:

Deotth

Address:

22940 Wick Rd

Phone:

734-421-1400

City/State/Zip:

Romulus, ME 04814

Name of private catering company?

Contact Person:

N/A

Address:

Phone:

City/State/Zip:

## SPECIAL USE REQUESTS

List any streets or possible streets you are requesting to be closed. Include the day, date, and time of requested closing and reopening. Neighborhood Signatures must be submitted with application for approval. **Barricades are not available from the City of Detroit.**

Will there be street closures?

☐

Yes

☐

No

If yes, please complete the street closure information below and attach a map or sketch of the proposed area for closure.

STREET NAME: \_\_\_\_\_

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

CLOSURE DATES: \_\_\_\_\_ BEG TIME: \_\_\_\_\_ END TIME: \_\_\_\_\_

REOPEN DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

STREET NAME: \_\_\_\_\_

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

CLOSURE DATES: \_\_\_\_\_ BEG TIME: \_\_\_\_\_ END TIME: \_\_\_\_\_

REOPEN DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

STREET NAME: \_\_\_\_\_

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

CLOSURE DATES: \_\_\_\_\_ BEG TIME: \_\_\_\_\_ END TIME: \_\_\_\_\_

REOPEN DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

STREET NAME: \_\_\_\_\_

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

CLOSURE DATES: \_\_\_\_\_ BEG TIME: \_\_\_\_\_ END TIME: \_\_\_\_\_

REOPEN DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

STREET NAME: \_\_\_\_\_

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

CLOSURE DATES: \_\_\_\_\_ BEG TIME: \_\_\_\_\_ END TIME: \_\_\_\_\_

REOPEN DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

**PLEASE ADD IMPORTANT INFORMATION BELOW AND ATTACH A COPY OF THE FOLLOWING:**

- 1) CERTIFICATE OF INSURANCE**
- 2) EMERGENCY MEDICAL AGREEMENT**
- 3) SANITATION AGREEMENT**
- 4) PORT-A-JOHN AGREEMENT**
- 5) COMMUNITY COMMUNICATION**

---

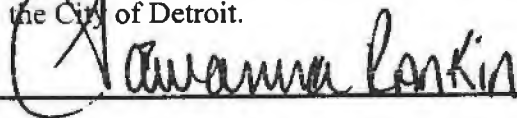
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### AUTHORIZATION & AFFIDAVIT OF APPLICANT

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief that I have read, understood and agreed to abide by the rules and regulations governing the proposed Special Event, and I understand that this application is made subject to the rules and regulations established by the Mayor or the Mayor's designee. Applicant agrees to comply with all other requirements of the City, County, State, and Federal Government and any other applicable entity, which may pertain to Special Events. I further agree to abide by these rules, and further certify that I, on behalf of the Event agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event, to the City of Detroit.



4/10/9

Signature of Applicant

Date

NOTE: Completion of this form does not constitute approval of your event. Pending review by the Special Events Management Team, you will be notified of any requirements, fees, and/or restrictions pertaining to your event.

### HOLD HARMLESS AND INDEMNIFICATION

The Applicant agrees to indemnify and hold the City of Detroit (which includes its agencies, officers, elected officials, appointed officials and employees) harmless from and against injury, loss, damage or liability (or any claims in respect of the foregoing including claims for personal injury and death, damage to property, and reasonable outside attorney's fees) arising from activities associated with this permit, except to the extent attributable to the gross negligence or intentional act or omission of the City.

Applicant affirms that Applicant has read and understands the Hold Harmless and Indemnification provision and agrees to the terms expressed therein.

(Please Print)

Event Name:

Ride 4 Justice

Event

Date:

Event Organizer:

Applicant Signature:

Date:

Google Maps

15401 Grand River Avenue, Detroit, MI to  
Greenfield & Fenkell, Detroit, MI 48227

Bicycle 0.7 mile, 3 min



via Greenfield Rd

3 min

0.7 mile

Mostly flat

Grand River & Greenfield  
to Greenfield to Fenkell  
Fenkell and Greenfield to  
Fenkell & Meyers.  
Meyers to Lyndon  
Lyndon down to Sawyer Playground Park.

Google Maps

Captain Jay's Fish & Chicken to Fenkell  
Avenue & Meyers Road

Bicycle 1.5 miles, 8 min



via Fenkell Ave

8 min  
1.5 miles

via Midland St and Fenkell Ave

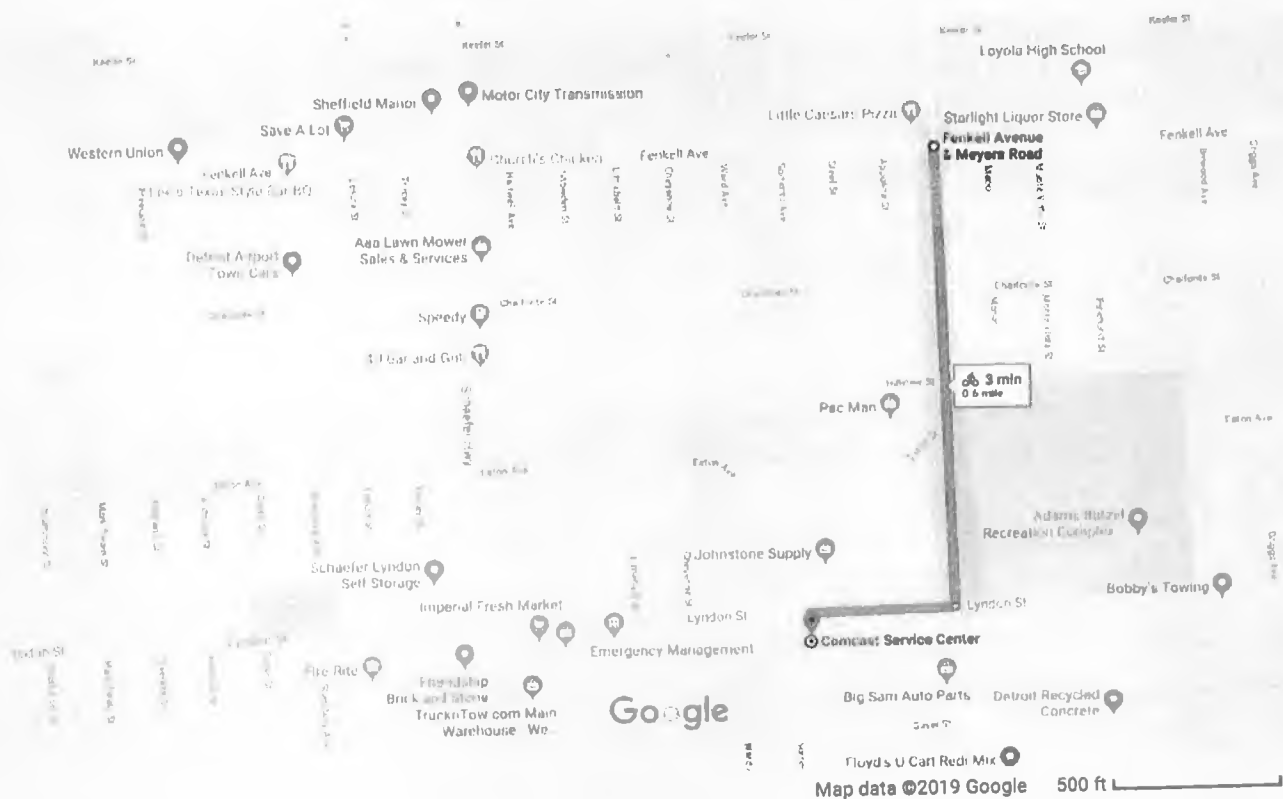
11 min  
2.0 miles

All routes are mostly flat

Google Maps

Fenkell Avenue & Meyers Road to Comcast Service Center

Bicycle 0.6 mile, 3 min



via Meyers Rd

3 min

0.6 mile

Mostly flat

Google Maps

Lyndon St & Meyers Rd, Detroit, MI 48238 to Sawyer Playground Bicycle 0.7 mile, 4 min



via Lyndon St

4 min  
0.7 mile

Mostly flat

2019-04-30

**841**

**841**     *Petition of Justice 4 Jada Inc., request to hold the "Ride 4 Justice Against Gun Violence" at Sawyer Playground Park on 8/10/19 from 12PM - 4PM, Set up on 8/10/19 from 11AM - 12PM, Tear down 8/10/19 after event.*

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**REFERRED TO THE FOLLOWING DEPARTMENT(S)**

MAYOR'S OFFICE    POLICE DEPARTMENT  
DPW - CITY ENGINEERING DIVISION    FIRE  
DEPARTMENT  
BUILDINGS SAFETY ENGINEERING    BUSINESS  
LICENSE CENTER

22  
+  
23

# MAYOR'S OFFICE COORDINATORS REPORT

OVERALL STATUS (please circle): ☒ **APPROVED** ☐ **DENIED** ☐ **N/A** ☐ **CANCELED**

Petition #: #974 Event Name: Hispanic Family Festival

Event Date: 7/28 - 9/1, 2019

Street Closure: None

Organization Name: Zamora Entertainment

Street Address: 23300 Goddard Road Taylor, MI 48180

Receipt date of the <b>COMPLETED</b> Special Events Application:	
Date of City Clerk's Departmental Reference Communication:	
Due date for City Departments reports:	
Due date for the Coordinators Report to City Clerk:	

Event Elements (check all that apply):

- |                                    |  |  |  |
|------------------------------------|--|--|--|
| <input type="checkbox"/> Walkathon | <input type="checkbox"/> Carnival/Circus       | <input type="checkbox"/> Concert/Performance | <input type="checkbox"/> Run/Marathon        |
| <input type="checkbox"/> Bike Race | <input type="checkbox"/> Religious Ceremony    | <input type="checkbox"/> Political Ceremony  | <input checked="" type="checkbox"/> Festival |
| <input type="checkbox"/> Filming   | <input type="checkbox"/> Parade                | <input type="checkbox"/> Sports/Recreation   | <input type="checkbox"/> Rally/Demonstration |
| <input type="checkbox"/> Fireworks | <input type="checkbox"/> Convention/Conference | <input type="checkbox"/> Other: _____        |  |

☒ **24-Hour Liquor License**

## Petition Communications (include date/time)

Annual Hispanic Family Festival located at Patton Park from 1:00pm - 10:00pm.

\*\* ALL permits and license requirements must be fulfilled for an approval status \*\*

Date	Department	N/A	APPROVED	DENIED	Additional Comments
	DPD	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	DPD will Provide Special Attention; Contracted with a Private Security Company to Provide Security Services
	DFD/EMS	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Pending Inspections; Contracted with Hart Medical to Provide Private EMS Services
	DPW	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Permits Required
	Health Dept.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Temporary Food License Required

Date	Department	N/A	APPROVED	DENIED	Additional Comments
	TED	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Fencing Required
	Recreation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application Received & Approved as Presented
	Bldg & Safety	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Permits Required for Staging & Generator
	Bus. License	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Vendors License & Liquor License Required
	Mayor's Office	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	All Necessary permits must be obtained prior to event. If permits are not obtained, departments can enforce closure of event.
	Municipal Parking	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No Jurisdiction
	DDOT	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Impact on Buses

**MAYOR'S OFFICE**

Signature: B. Fisher

Date: 6-28-19

## DEPARTMENTAL REFERENCE COMMUNICATION

*Monday, July 1, 2019*

*To: The Department or Commission Listed Below*

*From: Janice M. Winfrey, Detroit City Clerk*

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The following petition is herewith referred to you for report and recommendation to the City Council.

In accordance with that body's directive, kindly return the same with your report in duplicate within four (4) weeks.

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MAYOR'S OFFICE    DPW - CITY ENGINEERING DIVISION  
POLICE DEPARTMENT    FIRE DEPARTMENT  
BUSINESS LICENSE CENTER    BUILDINGS SAFETY ENGINEERING  
RECREATION DEPARTMENT

**974**    *Zamora Entertainment Inc., request to hold "Hispanic Family Festival" at Patten Memorial Park on 7/28/19 - 9/1/19 from 1pm til 10pm, Set-up on 7/26/19 @8am - 12pm, Tear down on 7/29/19 from 1pm - 8pm.*

AUG-07-11

## City of Detroit Special Events Application

Successful events are the result of advance planning, effective communication and teamwork. The City of Detroit will be strictly adhering to the special events guidelines, please print them out for reference. You are required to complete the information below so that the City of Detroit can gain a thorough understanding of the scope and needs of the event. This form must be completed and returned to the City of Detroit Clerk's Office at least 60 days prior to the first day of the event. If submitted later than 60 days prior, application is subject to denial. Please type or print clearly and attach additional sheets or maps as needed.

### Section 1- GENERAL EVENT INFORMATION

Event Name: HISPANIC FAMILY FESTIVAL  
 Event Location: PATTON MEMORIAL PARK 2301 WOODMERE ST

### Section 2- ORGANIZATION/APPLICANT INFORMATION

Organization Name: ZAMORA ENTERTAINMENT INC  
 Organization Mailing Address: 23300 GODDARD RD TAYLOR, MI 48180  
 Business Phone: 313-291-6100 Business Fax: 313-291-6101  
 Federal Tax ID #: 38-3548024

*If registered as a non-profit, indicate non-profit ID number and attach a copy of the certificate.*

Applicant Name: DANIELA ZAMORA  
 Title/Role: VICE PRESIDENT  
 Email Address: Daniela@Zamorausa.com  
 Mailing Address: 23300 GODDARD RD TAYLOR, MI 48180  
 Business Phone: 313-291-6100 Business Fax: 313-291-6101  
 Event On-Site Contact Person: YESENIA MARTINEZ / RAFAEL ZAMARRON  
 Mailing Address: 23300 GODDARD RD TAYLOR, MI 48180  
 Business Phone: 313-291-6100 Business Fax: 313-

DANIELA ZAMORA 313-743-3247 VICE PRESIDENT / YESENIA MARTINEZ 313-213-5957  
*List name/phone number of person(s) authorized to make decisions for the organization/event (indicate role/responsibility).* RAFAEL ZAMARRON 313-743-3248 ONSITE SUPERVISOR EVENT COORDINATOR

List Event Sponsors:

CONSTELLATION BRANDS

Event Elements (check all that apply)

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Walkathon             | <input type="checkbox"/> Carnival/Circus     | <input type="checkbox"/> Concert/Performance |
| <input type="checkbox"/> Run/Marathon          | <input type="checkbox"/> Bike Race           | <input type="checkbox"/> Religious Ceremony  |
| <input type="checkbox"/> Political Event       | <input checked="" type="checkbox"/> Festival | <input type="checkbox"/> Filming             |
| <input type="checkbox"/> Parade                | <input type="checkbox"/> Sports/Recreation   | <input type="checkbox"/> Rally/Demonstration |
| <input type="checkbox"/> Convention/Conference | <input type="checkbox"/> Fireworks           | <input type="checkbox"/> Other: _____        |

Provide a brief description of your event:

OUR PURPOSE IS TO PROVIDE OUTING WITH THE INTENTION OF ENTERTAINING MEMBERS OF ALL AGES OF THE HISPANIC COMMUNITY. THIS FESTIVAL WILL PROMOTE THE TRADITIONAL FAMILY "FIESTA." AND GATHERING, WITH LIVE MUSIC, PERFORMANCES AND GAMES

What are the projected set-up, event and tear down dates and times (must be completed)?

Begin Set-up Date & Time: 07/26/19 8:00 am Complete Set-up Date & Time: 07/26/19 12:00 pm  
Event Start Date & Time: 07/28/19 1:00 pm Event End Date & Time: 07/28/19 10:00 pm  
Begin Tearing Down Date: 07/29/19 1:00 pm Complete Tear Down Date: 07/29/19 8:00 pm

Event Times (If more than one day, give times for each day):

N/A

7/28/19 + 9/1/19

Is this the first time you have held this event in the City of Detroit? ☐ Yes ☒ No

If no, what years has the event been held in Detroit?

09/03/18

When was the event last held in Detroit?

YES

Where was the event last held in Detroit?

THE PATTON PARK

What were the hours last year?

1:00 pm TO 10:00 pm

Project Attendance This Year (Minimum - Maximum)?

2500 TO 4,000

What is the basis for your projected attendance?

PREVIOUS EVENTS

Please describe your anticipated/ target audience:

Is this going to be an annual event? ☒ Yes ☐ No

If yes, do you have a preferred/proposed for next year?

LABOR DAY WEEKEND 2020

If a parade is planned. Indicate elements (check all that apply):

☐ People ☐ Balloons

☐ Floats ☐ Animals

☐ Vehicles ☐ Other: \_\_\_\_\_

☐ Bands

If animals included, specify type, number and how used.

Name of business supplying animal(s):

Contact Person:

Address:

Phone:

City/State/Zip:

### Section 3- LOCATION/SITE INFORMATION

Location of Event:

Facilities to be used (circle): Street

Sidewalk

Park

City Facility

Please attach a site plan which illustrates the anticipated layout of your event including the following:

- |                                   |  |
|-----------------------------------|--|
| -Public entrance and exit         | -Location of First Aid                 |
| -Location of merchandising booths | -Location of fire lane                 |
| -Location of food booths          | -Proposed route for walk/run           |
| -Location of garbage receptacles  | -Location of tents and canopies        |
| -Location of beverage booths      | -Sketch of street closure              |
| -Location of sound stages         | -Location of bleachers                 |
| -Location of hand washing sinks   | -Location of press area                |
| -Location of portable restrooms   | -Sketch of proposed light pole banners |

### Section 4- ENTERTAINMENT

What type of entertainment will be used? (check all that apply)

☒ Singers

☐ Magician

☒ Musicians

☐ Story Telling

☐ Comedians

☐ Other: \_\_\_\_\_

Describe the entertainment for this year's event: LIVE MUSIC, REGIONAL MEXICAN.

List proposed entertainers and/or bands performing at the event: TBD

Will a sound system be used? ☒ Yes ☐ No

If yes, what type of sound system? \_\_\_\_\_

☐ Acoustic-audible, sound heard within natural range

☒ Amplified-augmented, sound increased to broaden range

The amplified sound will be used: \_\_\_\_\_

Will the event consist of a musical concert? ☒ Yes ☐ No

If yes, what type of music? (check all that apply)

☒ Live

☐ Recorded

☐ Karaoke/Lip-synch

Describe specific power needs for entertainment and/or music: \_\_\_\_\_

How many generators will be used? 2 (125 KW 3PHASE)

How will the generators be fueled? PROVIDER WILL DO IT

Name of vendor providing generators: \_\_\_\_\_

Contact Person: STEVE BERRY

Address: 12668 ARNOLD

Phone: 734-358-0787

City/State/Zip: REFORD MI 48239

### Section 5- COMMUNICATION/ADVERTISING STRATEGY

Check all applicable boxes that describe the type of promotion you plan to use to attract participants:

☒ Radio (Specify stations): LA ZETA 1310 AM & 107.9 FM

☐ Television (Specify stations):

☒ Newspapers (specify papers): NUESTRO DETROIT

☒ Web site (identify web address): WWW.ZAMORALIVE.COM

☐ Public Relations or Marketing Firm (Specify):

Contact Info:

☐ Raffle (List Item(s)):

☐ Billboards

☒ Flyers

☒ Street Banners

☐ Other (specify):

NOTE: All raffles subject to laws of State/City.

### Section 6- SALES INFORMATION

Will there be advanced ticket sales? ☒ Yes ☐ No

If yes, please describe: PRESALE STORES AND ZAMORALIVE.COM

Will there be on-site ticket sales? ☒ Yes ☐ No

If yes, list price(s):

Will food be sold? ☒ Yes ☐ No

If yes, please pick up Special Events Vendor Packet in Suite 105:

VENDORS WILL TRAMIT THEIR OWN PERMITS

Will merchandise be sold? ☒ Yes ☐ No

If yes, describe:

Will a percentage of the proceeds be distributed to a charitable organization? ☒ Yes ☐ No

If yes, describe: 25 %

If the event is a fundraiser, identify charity or recipient of funds:

DELTA TAU LAMBADA SORORITY

Will there be vending or sales? ☐ Yes ☐ No

If yes, check all that apply:

☒ Food

☒ Merchandise

☒ Non-Alcoholic Beverages

☒ Alcoholic Beverages — BEER

☐ Other (specify):

Indicate type of items to be sold:

HATS, BOOTS, REGIONAL FOOD

Will these be exclusive vendors or outside vendors? (please describe): OUTSIDE VENDORS

### Section 7- PUBLIC SAFETY & PARKING INFORMATION

Name of Private Security Company: Existing park contract security will be used.

Contact Person:

Address: 2323 FORT ST

Phone: 313-671-5497

City/State/Zip: DETROIT, MI 48217

Number of Private Security Personnel Hired Per Shift: 35 TO 40

Are the private security personnel (check all that apply):

☒ Licensed

☐ Armed

☐ Bonded

Describe the emergency evacuation plan: PLEASE SEE ATTACHED

Describe the parking plan to accommodate anticipated attendance: PARKING ATTENDANCE

How will you advise attendees of parking options? SIGNS

Are you seeking a group parking rate? NO

### Section 8- COMMUNITY IMPACT INFORMATION

How will your event impact the surrounding community (i.e. pedestrian traffic, sound carryover, safety)?

N/A

Have local neighborhood groups/businesses approved your event?

☐ Yes

☒ No

Indicate what steps you have or will take to notify them of your event:

Indicate contact names and phone numbers (for verification) or attach approved letter(s):

### Section 9- EVENT SET-UP

Complete the appropriate categories that apply to the event.

Structure

How Many?

TOTAL 6

Size/Height

10x20

Booth

1 CANOPY BOX OFFICE

Tent (enclosed on 3 sides)

6

Canopy (open on all sides)

Staging/Scaffolding

1 STAGE 40X28X5

Bleachers

Company:

Grill

☐ Gas

☐ Charcoal

☐ Electrical

☐ Propane

Fireworks (Pyrotechnics)

☐ Aerial

☐ Stage

Provide Sketch:

Portable Restrooms:

☒ Standard

☒ ADA Accessible

44 STANDARDS

2 HANDY CAP.

Vehicles

FORKLIFT

Type/Weight:

INDUSTRIAL STANDARD / 5,000 LBS

Other:

NOTE: Specific requirements must be met and special approval must be received by the Detroit Fire Department.

Will additional electrical wiring need to be installed? Specify locations, voltage, amperage, and phase.

JUST FOR AUDIO, LIGHTING AND VIDEO. WILL BE NECESSARY  
125 KW, 3 PHASE

Will additional utility services be used (power, water, etc.)? Please describe.

LIGHT TOWERS, HAND SANITISER UNITS

Do you plan a fireworks display? List dates, time, location, vendor, and attach certificate of insurance.

N/A

**Section 10- COMPLETE ALL THAT APPLY**

Name of Sanitation Company collecting refuse and garbage? BUDGED DUMSTER

Contact Person: RANDY MOORE

Address: 830 CATTERBURY

Phone: 866-284-6164

City/State/Zip: WEST LAKE OH, 44145

Name of company providing emergency medical services?

Contact Person: HART EMS MEDICAL / ADAMS GOTTLIER

Address: 1636 FORT ST.

City/State/Zip: DETROIT, MI 48216

Name of company providing porta-johns. PARKWAY SERVICES

Contact Person: KATY MULLAR

Address: 2876 TYLER RD

Phone: 734, 482-7633

City/State/Zip: YPSILANTI MI 48198

Name of private catering company?

Contact Person:

Address:

N/A

Phone:

City/State/Zip:

**SPECIAL USE REQUESTS**

List any streets or possible streets you are requesting to be closed. Include the day, date, and time of requested closing and reopening. Neighborhood Signatures must be submitted with application for approval.

Attach a map or sketch of the proposed area for closure.

STREET NAME: \_\_\_\_\_

FROM  
TO

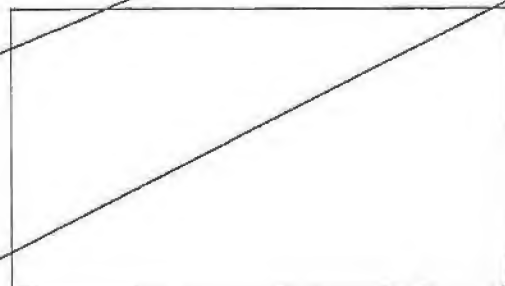
Closure Dates:

Beg. Time:

End Time:

Reopen Date:

Time:



**STREET NAME:** \_\_\_\_\_

**FROM** \_\_\_\_\_  
**TO** \_\_\_\_\_

**Closure Dates:** \_\_\_\_\_  
**Beg. Time:** \_\_\_\_\_  
**End Time:** \_\_\_\_\_  
**Reopen Date:** \_\_\_\_\_  
**Time:** \_\_\_\_\_

**STREET NAME:** \_\_\_\_\_

**FROM** \_\_\_\_\_  
**TO** \_\_\_\_\_

**Closure Dates:** \_\_\_\_\_  
**Beg. Time:** \_\_\_\_\_  
**End Time:** \_\_\_\_\_  
**Reopen Date:** \_\_\_\_\_  
**Time:** \_\_\_\_\_

**STREET NAME:** \_\_\_\_\_

**FROM** \_\_\_\_\_  
**TO** \_\_\_\_\_

**Closure Dates:** \_\_\_\_\_  
**Beg. Time:** \_\_\_\_\_  
**End Time:** \_\_\_\_\_  
**Reopen Date:** \_\_\_\_\_  
**Time:** \_\_\_\_\_

**Requested City Equipment**

**Provided In:** \_\_\_\_\_ (year)

**Current Request:** \_\_\_\_\_ (year)

**Street Closures:**

- |   |  |
|---|--|
| <input type="checkbox"/> Posting no parking signs | <input type="checkbox"/> Light pole                  |
| <input type="checkbox"/> Electrical Services      | <input type="checkbox"/> Storage for Trailers/Trunks |

**Barricades are not available from the City of Detroit.**

**ADDITIONAL INFORMATION**

Is there any additional information that you feel is important to mention regarding your event or additional requests?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

#### AUTHORIZATION & AFFIDAVIT OF APPLICANT

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief that I have read, understand and agree to abide by the rules and regulations governing the proposed Special Event, and I understand that this application is made subject to the rules and regulation established by the Mayor or the Mayor's designee. Applicant agrees to comply with all other requirements of the City, County, State, and Federal Government and any other applicable entity, which may pertain to Special Events. I further agree to abide by these rules, and further certify that I, on behalf of the Event agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event, to the City of Detroit.

  
Signature of Applicant

01/08/19  
Date

NOTE: Completion of this form does not constitute approval of your event. Pending review by the Special Events Management Team, you will be notified of any requirements, fees, and/or restrictions pertaining to your event.

2019-07-01

974

974 Petition of Zamora Entertainment Inc., *Patten*  
request to hold "Hispanic Family Festival" at *Patten Memorial Park* on  
7/28/19 - 9/1/19 from 1pm til 10pm,  
Set-up on 7/26/19 @8am - 12pm, Tear  
down on 7/29/19 from 1pm - 8pm.

---

REFERRED TO THE FOLLOWING DEPARTMENT(S)

MAYOR'S OFFICE DPW - CITY ENGINEERING DIVISION  
POLICE DEPARTMENT FIRE DEPARTMENT  
BUSINESS LICENSE CENTER BUILDINGS SAFETY  
ENGINEERING  
RECREATION DEPARTMENT

24

OFFICE OF CONTRACTING  
AND PROCUREMENT

June 14, 2019

58  
25  
+  
6

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

6002143      100% City Funding – To Provide Armed Security at the State Fairgrounds on Behalf of GSD. – Contractor: H & P Protective Services, Inc. – Location: 400 Renaissance Ctr., Ste. 2600, Detroit, MI 48243 – Contract Period: Upon City Council Approval through May 11, 2020 – Total Contract Amount: \$342,160.00. **GENERAL SERVICES**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer  
Office of Contracting and Procurement

BY COUNCIL PRESIDENT PRO TEM SHEFFIELD

**RESOLVED**, that Contract No. 6002143 referred to in the foregoing communication dated June 14, 2019, be hereby and is approved.

ENTERED JUN 20 2019 - BB / WK AS (3-0)

ENTERED JUL 11 2019 LITNB (WITH RECOMMENDATION TO DENY) (2-0)

OFFICE OF CONTRACTING  
AND PROCUREMENT

14  
7

July 3, 2019

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

6002237      100% Bond Funding – To Provide Improvements for Spirit Plaza. (Tables, Chairs, and Planter Boxes) – Contractor: Premier Group Associates – Location: 535 Griswold St., Ste. 1420, Detroit, MI 48226 – Contract Period: Upon City Council Approval through February 1, 2020 – Total Contract Amount: \$794,750.41. **GENERAL SERVICES**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer  
Office of Contracting and Procurement

BY COUNCIL PRESIDENT PRO TEM SHEFFIELD

**RESOLVED**, that Contract No. 6002237 referred to in the foregoing communication dated July 3, 2019, be hereby and is approved.

ENTERED JUL 11 2019 MTNB (PENDING ADDITIONAL INFO & RESO)



CITY OF DETROIT  
LAW DEPARTMENT

COLEMAN A. YOUNG MUNICIPAL CENTER  
2 WOODWARD AVENUE, SUITE 500  
DETROIT, MICHIGAN 48226-3437  
PHONE 313•224•4550  
FAX 313•224•5505  
WWW.DETROITMI.GOV

20  
33  
8

July 1, 2019

Detroit City Council  
1340 Coleman A. Young Municipal Center  
Detroit, Michigan 48226

**Re: Proposed Resolution Setting Residential Parking Permit Fees.**

Honorable City Council:

At the request of the Municipal Parking Department, the Law Department has prepared the above-referenced resolution for your consideration. Based upon the departmental fee study, the resolution sets forth the following: annual permit fee; reduced annual permit fee for senior citizens and individuals that receive or qualify for a partial or complete property tax exemption pursuant to Chapter 18, Article IX, Division 9, the City's Homeowners Property Tax Assistance Program; as well as daily visitor, transfer and administrative fees.

Please note that a proposed resolution setting the fee for the filing of the petition will be submitted under separate cover.

Respectfully submitted,

Julianne V. Pastula  
Senior Assistant Corporation Counsel  
City of Detroit Law Department  
(313) 237-2935

Enclosure

ENTERED JUL 15 2019 - MTAB RM (3.0)

CITY CLERK 2019 JUL 1 AM 11:01

## RESOLUTION

**BY COUNCIL MEMBER:** \_\_\_\_\_

**WHEREAS**, the Detroit City Council enacted Ordinance No. 02-19 approving an amendment to Chapter 55 of the 1984 Detroit City Code, *Traffic and Vehicles*; Article II, *Enforcement*, Division 2, *Residential Parking Permits*, to modify the designation, implementation and enforcement process for residential parking permit areas; and

**WHEREAS**, Sec. 55-2-34, *Fees and replacement of permits*, at subpart (a) of Ordinance No. 02-19 requires that the Director of the Municipal Parking Department establish fees, including but not limited to an annual residential permit fee, daily visitor fee, and a reduced annual residential permit fee for senior citizens and individuals that receive or qualify for a partial or complete property tax exemption pursuant to Chapter 18, Article IX, Division 9, the City's Homeowners Property Tax Assistance Program. A transfer charge shall also be set for those with permits in one residential parking permit area who move to another residential parking permit area and apply for a permit in the new area of residence; and

**WHEREAS**, Sec. 55-2-34, *Fees and replacement of permits*, at subpart (b) of Ordinance No. 02-19 requires that the Director of the Municipal Parking Department establish the fees set forth in subpart (a) in accordance with Sec. 9-507 of the 2012 Detroit City Charter and that such fees shall be based upon the cost of issuance of such permits and administration of the residential parking permit area; and

**NOW THEREFORE BE IT RESOLVED**, that pursuant to the foregoing, the Detroit City Council hereby approves a \$60.00 fee in accordance with Sec. 55-2-34 that shall be charged upon the granting of an annual residential parking permit and any subsequent renewals; and

**BE IT FURTHER RESOLVED**, that in accordance with Sec. 55-2-34, the Detroit City Council hereby approves a reduced annual residential permit fee of \$30.00 for senior citizens and individuals that receive or qualify for a partial or complete property tax exemption pursuant to Chapter 18, Article IX, Division 9, the City's Homeowners Property Tax Assistance Program, that shall be charged upon the granting of a residential parking permit and any subsequent renewals; and

**BE IT FURTHER RESOLVED**, that in accordance with Sec. 55-2-34, the Detroit City Council hereby approves a daily visitor fee of \$1.00 per use (annual limit of 30), a \$20.00 zone transfer fee, and a \$35.00 administration fee, that shall be authorized to be charged when applicable; and

**BE IT FINALLY RESOLVED**, that a copy of this resolution shall be forwarded to the Mayor's Office, the Department of Public Works, and the Municipal Parking Department.

CITY CLERK 2019 JUL 1 PM 2:10A



CITY OF DETROIT  
OFFICE OF THE CHIEF FINANCIAL OFFICER  
OFFICE OF DEVELOPMENT AND GRANTS

COLEMAN A. YOUNG MUNICIPAL CENTER  
2 WOODWARD AVENUE, SUITE 1026  
DETROIT, MICHIGAN 48226  
PHONE: 313 • 628-2158  
FAX: 313 • 224 • 0542  
WWW.DETROITMI.GOV

18/9

June 4, 2019

The Honorable Detroit City Council  
**ATTN: City Clerk Office**  
200 Coleman A. Young Municipal Center  
Detroit MI 48226

**RE: Request to Accept and Appropriate the FY 2018 Trust Fund Grant for Romanowski Park Renovations**

The Michigan Department of Natural Resources has awarded the City of Detroit General Services Department with the FY 2018 Trust Fund Grant for Romanowski Park Renovations for a total of \$300,000.00. The State share is 60 percent or \$300,000.00 of the approved amount, and there is a required cash match of 40 percent or \$200,000.00. The match will be provided by the General Services Department and the Pistons Foundation. The Department's share of the required match is \$160,000.00, and the Foundation's share of the required match is \$40,000.00. The total project cost is \$500,000.00. The grant period is May 15, 2019 through May 31, 2021.

The objective of the grant is to make renovations and upgrades to Romanowski Park. The funding allotted to the department will be utilized to upgrade the basketball courts, install walking paths, benches and trash receptacles, and playground equipment. The department will also install futsal and pickleball courts. This is a reimbursement grant.

If approval is granted to accept and appropriate this funding, the appropriation number is 20661. The match will come from appropriation number 21001, in the amount of \$160,000.00, and from appropriation number 20435, in the amount of \$40,000.00. The match portion in appropriation 20435 will come from the FY 2019-2020 allocation.

I respectfully ask your approval to accept and appropriate funding in accordance with the attached resolution.

Sincerely,

Ryan Friedrichs  
Director, Office of Development and Grants  
CC:  
Katerli Bounds, Deputy Director, Grants  
Sajjiah Parker, Assistant Director, Grants

This request has been approved by the Law Department  
This request has been approved by the Office of Budget

ENTERED JUL 11 2019

UTNB - 2/0 PCL

**RESOLUTION**

**Council Member** \_\_\_\_\_

**WHEREAS**, the General Services Department is requesting authorization to accept a grant of reimbursement from the Michigan Department of Natural Resources, in the amount of \$300,000.00, to make renovations and upgrades to Romanowski Park; and

**WHEREAS**, the match will be provided by the General Services Department and the Pistons Foundation, and the Department's share of the required match is \$160,000.00, and the Foundation's share of the required match is \$40,000.00; and

**WHEREAS**, the match portion from the Pistons Foundation share, in the amount of \$40,000.00, will come from the FY 2019-2020 allocation in appropriation number 20435; and

**WHEREAS**, this request has been approved by the Law Department; and

**WHEREAS**, this request has been approved by the Office of Budget; now

**THEREFORE, BE IT RESOLVED** that the Director or Head of the Department is authorized to execute the grant agreement on behalf of the City of Detroit, and

**BE IT FURTHER RESOLVED**, that the Budget Director is authorized to establish Appropriation number 20661, in the amount of \$500,000.00, which includes a cash match coming from Appropriation 21001, in the amount of \$160,000.00, and a cash match coming from appropriation 20435, in the amount of \$40,000.00, for the FY 2018 Trust Fund Grant for Romanowski Park Renovations.



Michigan Department of Natural Resources - Grants Management

**Michigan Natural Resources Trust Fund  
Development Project Agreement**

**Project Number : TF18-0026**

**Project Title : Romanowski Park Renovation**

This Agreement is between the Michigan Department of Natural Resources for and on behalf of the State of Michigan ("DEPARTMENT") and the City of Detroit IN THE COUNTY OF Wayne County ("GRANTEE"). The DEPARTMENT has authority to issue grants to local units of government for the development of public outdoor recreation facilities under Part 19 of the Natural Resources and Environmental Protection Act, Act 451 of 1994, as amended. The GRANTEE has been approved by the Michigan Natural Resources Trust Fund (MNRTF) Board of Trustees (BOARD) to receive a grant. In PA 12 of 2019, the Legislature appropriated funds from the MNRTF to the DEPARTMENT for a grant-in-aid to the GRANTEE. As a precondition to the effectiveness of the Agreement, the GRANTEE is required to sign the Agreement and return it to the DEPARTMENT with the necessary attachments by 07/14/2019.

1. The legal description of the project area (APPENDIX A); boundary map of the project area (APPENDIX B); and Recreation Grant application bearing the number TF18-0026 (APPENDIX C) are by this reference made part of this Agreement. The Agreement together with the referenced appendices constitute the entire Agreement between the parties and may be modified only in writing and executed in the same manner as the Agreement is executed.
2. The time period allowed for project completion is 05/15/2019 through 05/31/2021, hereinafter referred to as the "project period." Requests by the GRANTEE to extend the project period shall be made in writing before the expiration of the project period. Extensions to the project period are at the discretion of the DEPARTMENT. The project period may be extended only by an amendment to this Agreement.
3. This Agreement shall be administered on behalf of the DEPARTMENT through Grants Management. All reports, documents, or actions required of the GRANTEE shall be submitted through the MiRecGrants website unless otherwise instructed by the DEPARTMENT.
4. The words "project area" shall mean the land and area described in the attached legal description (APPENDIX A) and shown on the attached boundary map (APPENDIX B).
5. The words "project facilities" shall mean the following individual components, as further described in APPENDIX C.
  - Picnic Table(s)
  - Access Pathway 6' wide or more
  - Trash Bin(s)
  - Play Equipment (including safety surfacing)
  - Bench(es)
  - Recycle Bin(s)
  - Landscaping
  - Bike Rack(s)
  - Basketball Court

Signage  
Pickleball / Futsol Courts

6. The DEPARTMENT agrees as follows:

- a. To grant to the GRANTEE a sum of money equal to Sixty (60%) Percent of Five Hundred Thousand (\$500,000.00) dollars and Zero Cents, which is the total eligible cost of construction of the project facilities including engineering costs, but in any event not to exceed Three Hundred Thousand (\$300,000.00) dollars and Zero Cents.
- b. To grant these funds in the form of reimbursements to the GRANTEE for eligible costs and expenses incurred as follows:
  - i. Payments will be made on a reimbursement basis at Sixty (60%) Percent of the eligible expenses incurred by the GRANTEE up to 90% of the maximum reimbursement allowable under the grant.
  - ii. Reimbursement will be made only upon DEPARTMENT review and approval of a complete reimbursement request submitted by the GRANTEE through the MiRecGrants website, including but not limited to copies of invoices, cancelled checks, and/or list of force account time and attendance records.
  - iii. The DEPARTMENT shall conduct an audit of the project's financial records upon approval of the final reimbursement request by DEPARTMENT staff. The DEPARTMENT may issue an audit report with no deductions or may find some costs ineligible for reimbursement.
  - iv. Final payment will be released upon completion of a satisfactory audit by the DEPARTMENT and documentation that the GRANTEE has erected an MNRTF sign in compliance with Section 7(j) of this Agreement.

7. The GRANTEE agrees as follows:

- a. To immediately make available all funds needed to incur all necessary costs required to complete the project and to provide Two Hundred Thousand (\$200,000.00) dollars and Zero Cents in local match. This sum represents Forty(40%) Percent of the total eligible cost of construction including engineering costs. Any cost overruns incurred to complete the project facilities called for by this Agreement shall be the sole responsibility of the GRANTEE.
- b. With the exception of engineering costs as provided for in Section 8, to incur no costs toward completion of the project facilities before execution of this Agreement and before written DEPARTMENT approval of plans, specifications and bid documents.
- c. To complete construction of the project facilities to the satisfaction of the DEPARTMENT and to comply with the development project procedures set forth by the DEPARTMENT in completion of the project, including but not limited to the following:
  - i. Retain the services of a professional architect, landscape architect, or engineer, registered in the State of Michigan to serve as the GRANTEE'S Prime Professional. The Prime Professional shall prepare the plans, specifications and bid documents for the

**Michigan Natural Resources Trust Fund Application 2018**  
**Organization: City of Detroit**  
**Section A: Applicant Site and Project Information: Romanowski Park**

TF18-0026

<b>*Is the application for site development <u>or</u> land acquisition?</b> <input checked="" type="checkbox"/> Development Acquisition			
<b>*Name of Applicant (Government Unit)</b> City of Detroit		<b>*Federal ID Number</b> 38-6004606	<b>*County</b> Wayne County
<b>*Name of Authorized Representative</b> Brad Dick		<b>*Title</b> Director	
<b>*Address</b> Detroit Parks and Recreation Department Northwest Activities Center 18100 Meyers - Upper Level		<b>*Telephone</b> (313) 224-1128	
		<b>Fax</b> (313) 224-1860	
<b>*City</b> Detroit	<b>*State</b> MI	<b>*ZIP</b> 48235	<b>*E-mail</b> dickb@detroitmi.gov
<b>*State House District</b> District 13		<b>*State Senate District</b> District 4	<b>*U.S. Congress District</b> District 13

<b>*Proposal Title</b> (Not to exceed 60 characters) Romanowski Park Renovation
--

<b>*Proposal Description</b> The proposed project includes renovating 3,000+ LF of obsolete walking paths, creating a 2/3 mile ADA compliant walking path around Romanowski Park's perimeter. In addition, a new play structure will be installed with site amenities such as ADA accessible tables and benches will be installed throughout the park. Major renovations will be done to the park's 3 existing basketball courts. Its tennis courts will be converted into courts for futsal and pickleball.
---

<b>*Address of Site</b> 4795 Lonyo	<b>*City, Village or Township of Site</b> Detroit	<b>*Zip</b> 48210
<b>*County in which Site is located</b> Wayne	<b>*Town, Range and Section Numbers of Site Location</b> <i>Letters must be upper-case:</i> <i>(examples: T02N, R13E, 22)</i> (Town) T02S (Range)R11E (Section)16	<b>*Latitude/Longitude at park entrance</b> 42.326064 -83.142641
<b>*Park Name</b> Romanowski Park		

**Michigan Natural Resources Trust Fund Application 2018**

**Organization: City of Detroit**

**TF18-0026**

**Section C2: Project Details**

**Development Applications ONLY**

**\*Applicant's current control of the site:**

- ✓ Fee Simple
- Lease
- Easement
- Other (describe)

**\*Age of Park**                76 Years

**\*Acres**                      26.04

**Project Cost Estimate Table**

<u>SCOPE ITEM</u>	<u>DNR ONLY</u> <u>Accessibility Guidelines</u>	<u>QUANTITY</u>	<u>TOTAL ESTIMATED</u> <u>COST</u>
Basketball Court		1	\$46,000.00
Access Pathway 6' wide or more		1	\$267,000.00
Trash Bin(s)		1	\$2,000.00
Play Equipment (including surfacing)		1	\$115,000.00
Bench		4	\$9,200.00
Picnic Table		5	\$26,500.00
Recycle Bin(s)		1	\$1,400.00

*(New rows will appear as rows are completed and Saved)*

Other: Native Trees	2	\$3,900.00
Other: Bike Rack (Recycled Materials)	1	\$3,000.00
Other: Pickleball / Futsal Courts	1	\$20,000.00

**Do not list the aspects of project execution, such as labor, construction equipment, contingency or raw materials.***(New rows will appear as rows are completed and Saved)*

<b>Permit Fees</b>	
<b>MNRTF Sign</b>	\$3,000.00
<b>Subtotal</b>	\$497,000.00
<b>Engineering (These fees may not exceed 15% of subtotal)</b>	\$3,000.00



BY ELECTRONIC MAIL AND FEDERAL EXPRESS

November 8, 2017

City of Detroit, Planning & Development Department  
2 Woodward Avenue  
Suite 808  
Detroit, MI 48226  
Attn: Maurice Cox, Director  
cox@detroitmi.gov

Dear Mr. Maurice Cox:

Re: Agreement ("Agreement") between Palace Sports and Entertainment, LLC (together with its affiliate entities, ("PS&E")), and the City of Detroit ("City")

This letter provides written confirmation that PS&E's commitment, per the Agreement dated June 6, 2017, to invest a total of \$2,500,000.00 over a six (6) year period over 60 community recreational basketball facilities in the City of Detroit ("Facilities") will be made by direct payments from PS&E to the City. PS&E's initial payment is contingent on PS&E's approval of a reasonable maintenance plan for the proposed Facilities that will benefit from PS&E's investment. All future payments are subject to PS&E's satisfaction with the City's continued adherence to the approved maintenance plan.

It is PS&E's understanding that the Parks and Recreation Department will receive the investment payments on behalf of the City and that the City will utilize the funds to hire contractors and acquire materials to construct, renovate and/or refurbish the Facilities in the City of Detroit.

Sincerely,

A handwritten signature in black ink, appearing to read "Awenate Cobbina", written over a horizontal line.

Awenate Cobbina  
Director of Business Affairs & Associate Counsel  
Palace Sports & Entertainment, LLC



CITY OF DETROIT  
GENERAL SERVICES DEPARTMENT

18100 MEYERS ROAD  
DETROIT, MICHIGAN 48235  
PHONE 313•628•0900 TTY.311  
FAX 313•628•1915  
WWW.DETROITMI.GOV

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June 20, 2019

Detroit City Council  
2 Woodward Avenue  
1340 Coleman A. Young Municipal Center  
Detroit, MI 48226

Re: Authorization to Acquire Twelve (12) Parcels from the Detroit Land Bank Authority for the Park/Playground Project (Fischer-Marion Park)

Honorable City Council

The City of Detroit ("City"), by and through the General Service Department/Parks and Recreation Division ("GSD"), is hereby requesting the authorization of your Honorable Body to acquire certain vacant parcels from the Detroit Land Bank Authority ("Acquisition Parcels") to be included in the Fischer-Marion Park, ("Park/Playground Project").

The City proposes to use twelve (12) vacant parcels to establish the Fischer-Marion Park at the intersection of Fischer Avenue and Marion Avenue.

In accordance with the requirements of Detroit City Code, Section 2-1-12, City Council is required to approve any gift, grant, devise or bequest of real or personal property to be used for any public purpose. Pursuant to the Memorandum of Understanding ("MOU") between the City of Detroit and the Detroit Land Bank Authority, approved by the Detroit City Council on May 5, 2015, the Detroit Land Bank Authority may not transfer ten (10) or more parcels of property received from the City to the same transferee within any rolling 12 month period without the prior approval of the Mayor and City Council.

We hereby request that your Honorable Body approved the attached resolution authorizing the Detroit Land Bank Authority to transfer twelve (12) vacant parcels to the Parks and Recreation Division for the Park/Playground Project.

Respectfully submitted,

Bradley Dick,  
Group Executive  
Detroit – General Service Department

ENTERED JUL 11 2019

- MTNB - 2/0 RCL



## EXHIBIT A

### TRANSFER PARCELS FOR FISCHER-MARION PARK

Address	City	State	ZIP Code	Parcel ID	Legal Description
9000 Fischer	Detroit	MI	48213	19010760.	E FISCHER LOT 149 F L & L G COOPER SUB L31 P21 PLATS, W C R 19/410 30 X 100
9001 Crane	Detroit	MI	48213	19009976.	W CRANE LOT 129 F L & L G COOPER SUB L31 P21 PLATS, W C R 19/410 30 X 100
9007 Crune	Detroit	MI	48213	19009975.	W CRANE LOT 128 F L & L G COOPER SUB L31 P21 PLATS, W C R 19/410 30 X 100
9008 Fischer	Detroit	MI	48213	19010761.	E FISCHER LOT 150 F L & L G COOPER SUB L31 P21 PLATS, W C R 19/410 30 X 100
9014 Fischer	Detroit	MI	48213	19010762.	E FISCHER LOT 151 F L & L G COOPER SUB L31 P21 PLATS, W C R 19/410 30 X 100
9015 Crune	Detroit	MI	48213	19009974.	W CRANE LOT 127 F L & L G COOPER SUB L31 P21 PLATS, W C R 19/410 30 X 100
9020 Fischer	Detroit	MI	48213	19010763.	E FISCHER LOT 152 F L & L G COOPER SUB L31 P21 PLATS, W C R 19/410 30 X 100
9021 Crane	Detroit	MI	48213	19009973.	W CRANE LOT 126 F L & L G COOPER SUB L31 P21 PLATS, W C R 19/410 30 X 100
9026 Fischer	Detroit	MI	48213	19010764.	E FISCHER LOT 153 F L & L G COOPER SUB L31 P21 PLATS, W C R 19/410 30 X 100
9027 Crune	Detroit	MI	48213	19009972.	W CRANE LOT 125 F L & L G COOPER SUB L31 P21 PLATS, W C R 19/410 30 X 100
9032 Fischer	Detroit	MI	48213	19010765.	E FISCHER Lot 154 F L & L G COOPER SUB L31 P21 PLATS, W C R 19/410 30 X 100
9033 Crune	Detroit	MI	48213	19009971.	W CRANE LOT 124 F L & L G COOPER SUB L31 P21 PLATS, W C R 19/410 30 X 100

[Remainder of page intentionally left blank]

DUPLICATE



CITY OF DETROIT  
GENERAL SERVICES DEPARTMENT

18100 MEYERS ROAD  
DETROIT, MICHIGAN 48235  
PHONE 313•628•0900 TTY.311  
FAX 313•628•1915  
WWW.DETROITMI.GOV

June 20, 2019

Detroit City Council  
2 Woodward Avenue  
1340 Coleman A. Young Municipal Center  
Detroit, MI 48226

Re: Authorization to Acquire Twelve (12) Parcels from the Detroit Land Bank Authority for the Park/Playground Project (Fischer-Marion Park)

Honorable City Council

The City of Detroit ("City"), by and through the General Service Department/Parks and Recreation Division ("GSD"), is hereby requesting the authorization of your Honorable Body to acquire certain vacant parcels from the Detroit Land Bank Authority ("Acquisition Parcels") to be included in the Fischer-Marion Park, ("Park/Playground Project").

The City proposes to use twelve (12) vacant parcels to establish the Fischer-Marion Park at the intersection of Fischer Avenue and Marion Avenue.

In accordance with the requirements of Detroit City Code, Section 2-1-12, City Council is required to approve any gift, grant, devise or bequest of real or personal property to be used for any public purpose. Pursuant to the Memorandum of Understanding ("MOU") between the City of Detroit and the Detroit Land Bank Authority, approved by the Detroit City Council on May 5, 2015, the Detroit Land Bank Authority may not transfer ten (10) or more parcels of property received from the City to the same transferee within any rolling 12 month period without the prior approval of the Mayor and City Council.

We hereby request that your Honorable Body approved the attached resolution authorizing the Detroit Land Bank Authority to transfer twelve (12) vacant parcels to the Parks and Recreation Division for the Park/Playground Project.

Respectfully submitted,

Bradley Dick,  
Group Executive  
Detroit – General Service Department

CITY CLERK: 2 JUL 2019 PM 12:48



## RESOLUTION

**BY COUNCIL MEMBER;** \_\_\_\_\_

**NOW, THEREFORE, BE IT RESOLVED**, that City of Detroit ("City") through the General Service Department ("GSD") wishes to acquire twelve, (12) vacant parcels within the City of Detroit, Michigan, more particularly described in the attached Exhibit A ("Acquisition Parcels") from the Detroit Land Bank Authority ("DLBA").

**WHEREAS**, the Building, Safety, Engineering and Environmental Department has reviewed the environmental conditions of the Acquisition Parcels attached herein as Exhibit A; and

**WHEREAS**, in accordance with Chapter 2, Article I, Division 2 of the Detroit City Code: (1) the City Council finds that the Acquisition Parcels have received appropriate environmental inquiry in accordance with the review referred to in the preceding paragraph; (2) the environmental inquiry has shown that past use of the Acquisition Parcels for the period investigated has been solely for residential purposes and that the Acquisition Parcels do not pose an adverse environmental impact, therefore none of the Acquisition Parcels are considered a facility; and (3) the City Council finds and declares that the preservation of the promotion of the public health, safety, welfare or good outweighs the cost of the environmental inquiry and therefore waives the requirements that the seller bear the cost of the environmental inquiry; now therefore be it

**RESOLVED**, that Detroit City Council hereby approves acquisition of the Acquisition Parcels from the DLBA for no consideration; and be it further

**RESOLVED**, that the Director of GSD, or her authorized designee, is authorized to accept and record a deed to the Acquisition Parcels to the City of Detroit, as well as execute any such documents as may be necessary or convenient to effect the transfer of the Acquisition Parcels from the DLBA to the City of Detroit; and be it further

**RESOLVED**, that the Director of GSD, or his authorized designee is authorized to execute any required instruments to make and incorporate technical amendments or changes to the quit claim deed (including but not limited to correction of or confirmations of legal descriptions, or timing of tender of possession of particular parcels) in the event that changes are required to correct minor inaccuracies or are required due to unforeseen circumstances or technical matters that may arise prior to the conveyance of the Acquisition Parcels to the City, provided that the changes do not materially alter the substance or terms of the transfer; and be it finally

**RESOLVED**, that the quit claim deed will be considered confirmed when executed by the Director of GSD, or his authorized designee, and approved by the Corporation Counsel as to form.



## EXHIBIT A

### TRANSFER PARCELS FOR FISCHER-MARION PARK

Address	City	State	ZIP Code	Parcel ID	Legal Description
9000 Fischer	Detroit	MI	48213	19010760.	E FISCHER LOT 149 F L & L G COOPER SUB L31 P21 PLATS, W C R 19/410 30 X 100
9001 Crane	Detroit	MI	48213	19009976.	W CRANE LOT 129 F L & L G COOPER SUB L31 P21 PLATS, W C R 19/410 30 X 100
9007 Crane	Detroit	MI	48213	19009975.	W CRANE LOT 128 F L & L G COOPER SUB L31 P21 PLATS, W C R 19/410 30 X 100
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9033 Crane	Detroit	MI	48213	19009971.	W CRANE LOT 124 F L & L G COOPER SUB L31 P21 PLATS, W C R 19/410 30 X 100

[Remainder of page intentionally left blank]



Public Lighting Authority

65 Cadillac Square, Suite 3100  
Detroit, MI 48226  
313.324.8291 - office  
313.638.2805 - fax  
pladetroit.org

**OUR MISSION** is to improve,  
modernize and maintain the  
street lighting system in Detroit.

July 1, 2019

The Honorable City Council  
1340 Coleman A. Young Municipal Center  
Detroit, Michigan 48226

**RE: CNN Democratic National Convention Presidential Debate  
Petition #952**

Dear Council Members:

CNN is requesting permission to hang approximately 70 banners along Woodward Avenue between Adams and Montcalm, Witherell between Adams and Montcalm and Montcalm, Columbia, Elizabeth and Adams between Woodward and Witherell to advertise CNN's coverage of the 2<sup>nd</sup> Democratic National Convention Presidential Debate at the Fox Theater. **Note: Poles on Woodward Avenue is maintained by Q-Line/M-1 Rail - separate permission must be obtained by that entity.**

The Public Lighting Authority has inspected poles and finds them to be structurally sound and is recommending approval for CNN to hang banners on approved pole locations from July 20, 2019 to August 1, 2019.

Respectfully Submitted,

Beau Taylor, Executive Director  
Public Lighting Authority

Enclosure: Petition

cc: Council Members  
File  
PLD

CITY CLERK 2019 JUL 2 AM 8:10 AM

ENTERED

JUL 15 2019

- MTRB JABD

46  
11

## II. COMMERCIAL BANNER COMPANY

Contact Name: James Rimmel

Name of Organization: Banner Sign Co.

Mailing Address: 6538 Russell Street

City/State/Zip Code: Detroit, MI 48211

Phone: (    ) 313-758-6737 Fax: (    )

E-Mail: jim@bannersignco.com

## III. BANNER INFORMATION

Purpose of banner(s):

CNN's coverage of the 2nd Democratic National Convention Presidential Debate at

The Fox Theatre.

Time period to display banner(s): Installation Date: 07 / 20 / 19 Removal Date: 08 / 01 / 19

Number of banner(s) to display: 70

Streets on which banner(s) are to be displayed:

Woodward between Adams and Montcalm. Witherell between Adams and Montcalm.

Montcalm, Columbia, Elizabeth, and Adams between Woodward and Witherell (see attached).

Are any of the poles located on a Michigan State Trunk Line or Wayne County Road? (See listing of State Trunk Lines and Wayne County Roads attached.)

☒ Yes\*  
☐ No

\*If yes, please note that the application must be submitted a minimum of 180 days prior to requested installation date (see Section 3 of the Policy on Banners in the Public Right-of-Way for details).

Describe wording on banner(s) and any graphics:

Democratic National Convention Presidential Debate on CNN (see attached).

## STATE TRUNK LINES AND WAYNE COUNTY ROADS

---

Banners installed on State trunk lines or Wayne County Roads are subject to additional requirements. Permits for banners on State trunk lines or Wayne County Roads must comply with State and County guidelines.

(Please see the City of Detroit Policy on Banners in the Public Right-of-Way for details.)

### A. Michigan State Trunk Lines in the City of Detroit

Cadillac Square	Jeffries
Clark Street	John C. Lodge
Clifford & Middle	Michigan Avenue
Davison	Randolph (Cadillac Square to Jefferson)
Edsel Ford	Schaefer
Eight Mile Road	Shore Street
Fisher	Southfield
Ford Road	Telegraph Road
Fort Road	Van Dyke
Grand River	W. P. Chrysler
Gratiot	Washington Boulevard
Greenfield	Woodward
Groesbeck	Wyoming
Hoover	

### B. Wayne County Roads in the City of Detroit

<u>Wayne County Road</u>	<u>Limits</u>
Chandler Park Drive	Dickerson to Outer Drive
Chandler Park Drive	Whittier to Moross
West Chicago Blvd.	Lamphere to West City Limits
Conant	South from Carpenter to Hamtramck West Line
Davison	Twelfth to Highland Park West City Limits
Davison	Syracuse to Dwyer
Dix	Woodmere to West City Limits
Dix	Rouge River Bridge to Oakwood Blvd.
Edward Hines Drive	West City Limits to South City Limits and Warren
Fenkell	200 East of Wyoming to West City Limits
Five Points	Eight Mile Road to Puritan
Gaines	Southfield East Service Drive to 390 East
Greenfield	Tireman to James Couzens Drive
Greenfield	Paul to Tireman
West Jefferson	Brennan to Rouge River
Joy Road	Greenfield to West City Limits
Kelly Road	Morang to Kingsville
Kelly Road	Kingsville to Eight Mile
Lahser Road	Chalfonte to Eight Mile Road
Lamphere Road	Outer Drive South to R.R. to Outer Drive



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/27/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Michigan Community Insurance Agency Inc. 49357 Pontiac Trail Ste 101 PO Box 930599 Wixom MI 48393-0599	CONTACT NAME: Kathy Powers PHONE (A/C No. Ext): (248) 679-7000 FAX (A/C No.): (248) 926-5959 E-MAIL ADDRESS: certificate@michigancommunity.com
INSURED Banner Sign Company Inc 6538 Russell St Detroit, MI 48211-2005 MI	INSURER(S) AFFORDING COVERAGE INSURER A: AMCO Insurance Company NAIC # 19100 INSURER B: Depositors Insurance Company 42587 INSURER C: INSURER D: INSURER E: INSURER F:

## COVERAGES

CERTIFICATE NUMBER: 2018/19 GL AU UM

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GENL AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X	ACBPSP7112840144	07/30/2018	07/30/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS		ACBPSP7112840144	07/30/2018	07/30/2019	COMBINED SINGLE LIMIT (Per occurrence) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$		ACPCAA7102840144	07/30/2018	07/30/2019	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In MI) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A				PER STATUTE <input type="checkbox"/> GEN-ER-AL E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

## CERTIFICATE HOLDER

## CANCELLATION

jim@bannersignco.com City of Detroit 2 Woodward Ave Detroit, MI 48226	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Raymond Tuszyński
--	--

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## DEPARTMENTAL REFERENCE COMMUNICATION

*Friday, June 21, 2019*

*To: The Department or Commission Listed Below*

*From: Janice M. Winfrey, Detroit City Clerk*

---

The following petition is herewith referred to you for report and recommendation to the City Council.

In accordance with that body's directive, kindly return the same with your report in duplicate within four (4) weeks.

---

BUSINESS LICENSE CENTER    DPW - CITY ENGINEERING DIVISION  
PUBLIC WORKS DEPARTMENT

**952**      *CNN, request to install 70 banners on Woodward between Adams and Montcalm. Witherell between Adams and Montcalm.*

Office Use Only: Petition Number:

City of Detroit

# 952

Banner Permit Application Form for  
Banners in the Public Right-of-Way

NOTE: This application is for the proposed banner(s) for a specified period of time only. After Expiration of the permit (if granted), or should the banner change in any way, another application will be required.

Please type or print information clearly:

I. APPLICANT INFORMATION

Contact Name: Katie Luckhurst

Name of Organization: CNN

Mailing Address: One CNN Center

City/State/Zip Code: Atlanta, GA 30303

Phone: ( ) 404-878-1016

Fax: ( )

E-Mail: katie.luckhurst@turner.com

Sponsoring Organization (if applicable):

Type of banner(s): ☐ City

☐ Non-profit\*

☐ Business district\*\*

☐ Community

☒ Special Event

☐ Holiday

\*If registered as a non-profit, please indicate your non-profit status identification number and attach a copy of the certificate. Non-profit identification number: \_\_\_\_\_

\*\*If applying for a business district banner(s),

please identify the business district: \_\_\_\_\_

Type of Request: ☒ Initial Permit ☐ Permit Renewal\*

\*If this request is for permit renewal, please provide the following:

Permit identification number: \_\_\_\_\_ Permit expiration date: \_\_\_\_\_

## II. COMMERCIAL BANNER COMPANY

Contact Name: James Rimmel  
Name of Organization: Banner Sign Co.  
Mailing Address: 6538 Russell Street  
City/State/Zip Code: Detroit, MI 48211  
Phone: (    ) 313-758-6737 Fax: (    )                      E-Mail: jim@bannersignco.com

## III. BANNER INFORMATION

Purpose of banner(s):  
CNN's coverage of the 2nd Democratic National Convention Presidential Debate at  
The Fox Theatre.

Time period to display banner(s): Installation Date: 07 / 20 / 19 Removal Date: 08 / 01 / 19

Number of banner(s) to display: 70

Streets on which banner(s) are to be displayed:  
Woodward between Adams and Montcalm. Witherell between Adams and Montcalm.  
Montcalm, Columbia, Elizabeth, and Adams between Woodward and Witherell (see attached).

Are any of the poles located on a Michigan State Trunk Line or Wayne County Road? (See listing of State Trunk Lines and Wayne County Roads attached.)

☒ Yes\*  
☐ No

\*If yes, please note that the application must be submitted a minimum of 180 days prior to requested installation date (see Section 3 of the Policy on Banners in the Public Right-of-Way for details).

Describe wording on banner(s) and any graphics:  
Democratic National Convention Presidential Debate on CNN (see attached).

The following items **MUST BE** included in the permit application package in order for it to be considered:

1. Complete banner permit application form
2. Signed and dated indemnity agreement (Attachment A)
3. Signed and dated maintenance and removal agreement (Attachment B)
4. Copy of certificate of insurance
5. Sketch, drawing, or actual sample of the banner to be displayed (see example attached)
6. Listing and/or map of the specific locations for the banners
7. \$100 non-refundable permit fee
8. A refundable deposit (amount specified in Section 4 of the Policy on Banners in the Public Right-of-Way) to be held in escrow presented to the Consumer Affairs Department prior to the issuance of a banner permit

The undersigned applicant(s) agrees to abide by the provisions set by the City of Detroit to suspend a banner or banners during the time period requested for this permit.

Kate Luckhurst

Applicant: Print Name

K Luckhurst

Applicant: Signature

06/13/2019

Date:

James Rimmel

Commercial Banner Representative: Print Name  
(i.e., installer/remover)

J Rimmel

Commercial Banner Representative: Signature

06/13/2019

Date:

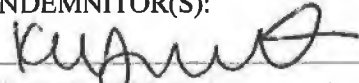
Attachment A  
AGREEMENT OF INDEMNITY

---

CITY OF DETROIT:

For and in consideration of the granting of a permit by the City of Detroit to suspend a banner or banners, the undersigned does agree to indemnify and hold harmless the City of Detroit, its officers, agents, and employees from any and all claims arising out the placement of, maintenance of, use of, or removal of banners, including claims involving banners (or the structure upon which they are hung) falling on people or property.

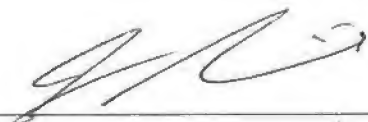
INDEMNITOR(S):

  
\_\_\_\_\_  
Signature of Authorized Representative (Organization)

Katie Luckhurst  
\_\_\_\_\_  
Name  
One CNN Center  
\_\_\_\_\_

Address  
Atlanta, GA 30303  
\_\_\_\_\_

City, State, Zip Code  
( ) 404-878-1016 06/13/2019  
\_\_\_\_\_  
Telephone Number Date

  
\_\_\_\_\_  
Signature of Authorized Representative (Banner Company)  
James Rimmel  
\_\_\_\_\_

Name  
6538 Russell Street  
\_\_\_\_\_

Address  
Detroit, MI 48211  
\_\_\_\_\_

City, State, Zip Code  
313-758-6737 06/13/2019  
\_\_\_\_\_  
Telephone Number Date

Attachment B  
MAINTENANCE & REMOVAL AGREEMENT

---

It is understood and agreed that during the initial display, and subsequent renewal periods if applicable, the permittee shall be responsible for inspecting banners and poles, replacing and/or removing banners that are torn, defaced or in general disrepair, including rigging. Where any street banner is found to present an immediate threat of harm to the public health, welfare or safety, the City shall summarily cause its removal.

It is also understood and agreed that banners are to be removed within seventy-two (72) hours of the revocation date of the permit. Any street banner not removed within that time period shall be removed by the City without notice to the permittee.

If the City removes banners because they are in disrepair, present a threat or harm, or because the permit has expired, it is understood and agreed that a portion or all of the refundable deposit will be forfeited by the permittee in order to cover the City's expense. If the expense of removal exceeds the amount of deposit, it is understood and agreed that the excess amount shall be collected from the person/entity to which the permit was issued.

It is also understood and agreed that in such cases when the City removes banners there is no guarantee that the banners can be reclaimed by the permittee.

Katie Luckhurst

Applicant: Print Name

[Signature]

Applicant: Signature

06/13/2019

Date:

James Rimmel

Commercial Banner Representative: Print Name  
(i.e., installer/remover)

[Signature]

Commercial Banner Representative: Signature

06/13/2019

Date:

## STATE TRUNK LINES AND WAYNE COUNTY ROADS

---

Banners installed on State trunk lines or Wayne County Roads are subject to additional requirements. Permits for banners on State trunk lines or Wayne County Roads must comply with State and County guidelines.

(Please see the City of Detroit Policy on Banners in the Public Right-of-Way for details.)

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Fort Road	Van Dyke
Grand River	W. P. Chrysler
Gratiot	Washington Boulevard
Greensfield	Woodward
Groesbeck	Wyoming
Hoover	

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<u>Wayne County Road</u>	<u>Limits</u>
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Edward Hines Drive	West City Limits to South City Limits and Warren
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Gaines	Southfield East Service Drive to 390 East
Greenfield	Tireman to James Couzens Drive
Greenfield	Paul to Tireman
West Jefferson	Brennan to Rouge River
Joy Road	Greenfield to West City Limits
Kelly Road	Morang to Kingsville
Kelly Road	Kingsville to Eight Mile
Lahser Road	Chalfonte to Eight Mile Road
Lamphere Road	Outer Drive South to R.R. to Outer Drive

B. Wayne County Roads in the City of Detroit (continued)

Mack	Wayburn to North City Limits (650' of Moross)
McNichols	Wyoming to Five Points
McNichols	Alley West of Oakland to G.T.W.R.R.
McNichols	G.T.W.R.R. to Dequindre
Miller Road	Dearborn Road to Fort Street
Moross Road	Redmond to Mack
Mound	Caniff to Eight Mile
Outer Drive	Dunfries to Bassett
Outer Drive	Warren to Livernois
Outer Drive	Dequindre to McNichols
Outer Drive	Conner to Chandler Park
Outer Drive	Alter to Whittier
Outer Drive	Chandler Park to Mack
Schaefer Highway	Oakwood Boulevard to Dunfries
Schaefer Highway	Dunfries to Bassett
Schoolcraft	Grand River to Patton
Seven Mile Road East	Gratiot to Redmond
Seven Mile Road East	Woodward to Five Points
Swift	West Line of Hull to East Line of Swift
Tireman	200' East of Miller Road (Meyers) to Greenfield
Warren	D.T.R.R to 600' East
Warren	Greenfield to Heyden
Warren	Heyden to West City Limits
Wyoming	130' South of Michigan to Michigan
Wyoming	Ford Road to D.T.R.R.

**A. Hanging Banner from Utility Poles**

Nothing may be attached to a utility or light pole without the permission of the City. The City Council can grant permission to attach banner to Lighting Department poles. To get permission to hand banners you must petition the City Council. The petition should identify where you want to hang the banner(s), what the banner(s) will say and how long the banners will hang.

No banner will be allowed to block the view of traffic signals or signs. The Public Lighting Department will inspect the poles before advising the City Council about allowing any banners to be attached. The permission given by the City Council is good for up to six months. If you want to hang banners for more than six months, you should petition the City Council for an extension.

The Petitioner is responsible for purchasing, installing and removing the banners and the hardware needed to hang them.

The Public Lighting Department will supply a copy of its Banner Specifications upon request.



# DEMOCRATIC PRESIDENTIAL DEBATES



**JULY 30 & 31**  
**9<sup>P</sup>**



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
7/27/2018

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<b>PRODUCER</b> Michigan Community Insurance Agency Inc. 49357 Pontiac Trail Ste 101 PO Box 930599 Wixom MI 48393-0599		<b>CONTACT NAME:</b> Kathy Powers <b>PHONE (A/C No. Ext):</b> (248) 679-7000 <b>FAX (A/C No.):</b> (248) 926-5959 <b>E-MAIL ADDRESS:</b> certificate@michigancommunity.com													
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## COVERAGES

CERTIFICATE NUMBER: 2018/19 GL AU UM

REVISION NUMBER:

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INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	X	ACPBPS7112840144	07/30/2018	07/30/2019	EACH OCCURRENCE \$ 1,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000					
	MED EXP (Any one person) \$ 5,000					
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	BODILY INJURY (Per person) \$					
	BODILY INJURY (Per accident) \$					
	PROPERTY DAMAGE (Per accident) \$					
B	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$		ACPCAA7102840144	07/30/2018	07/30/2019	EACH OCCURRENCE \$ 5,000,000
	AGGREGATE \$ 5,000,000					
<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N <input type="checkbox"/> N/A				PER STATUTE E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

## CERTIFICATE HOLDER

jim@bannersignco.com

City of Detroit  
2 Woodward Ave  
Detroit, MI 48226

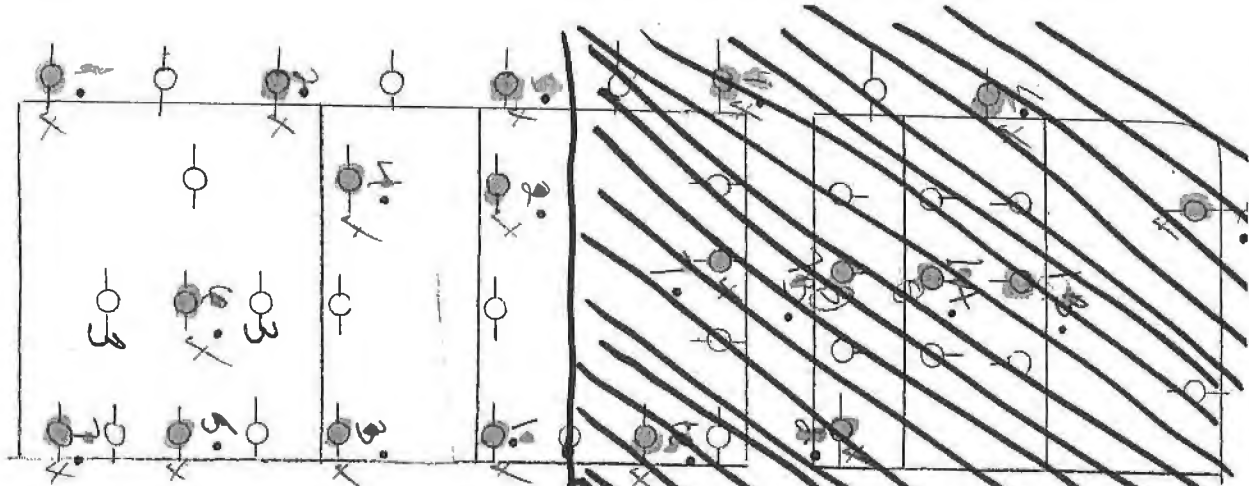
## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

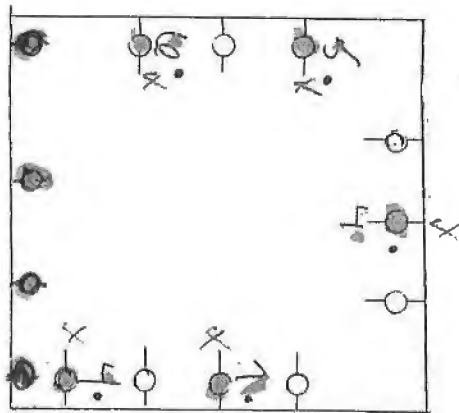
AUTHORIZED REPRESENTATIVE

Raymond Tuszynski

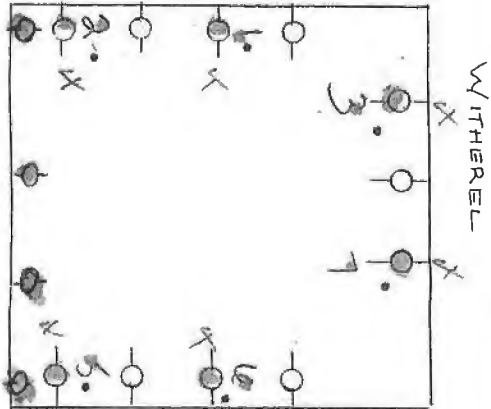
© 1988-2014 ACORD CORPORATION. All rights reserved.



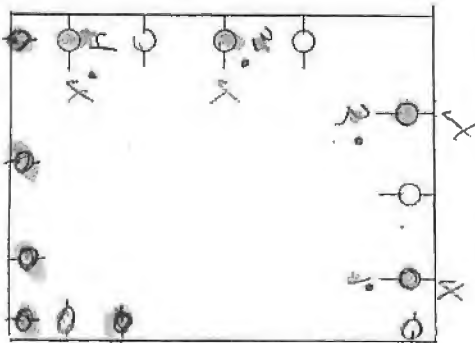
MONTCALM



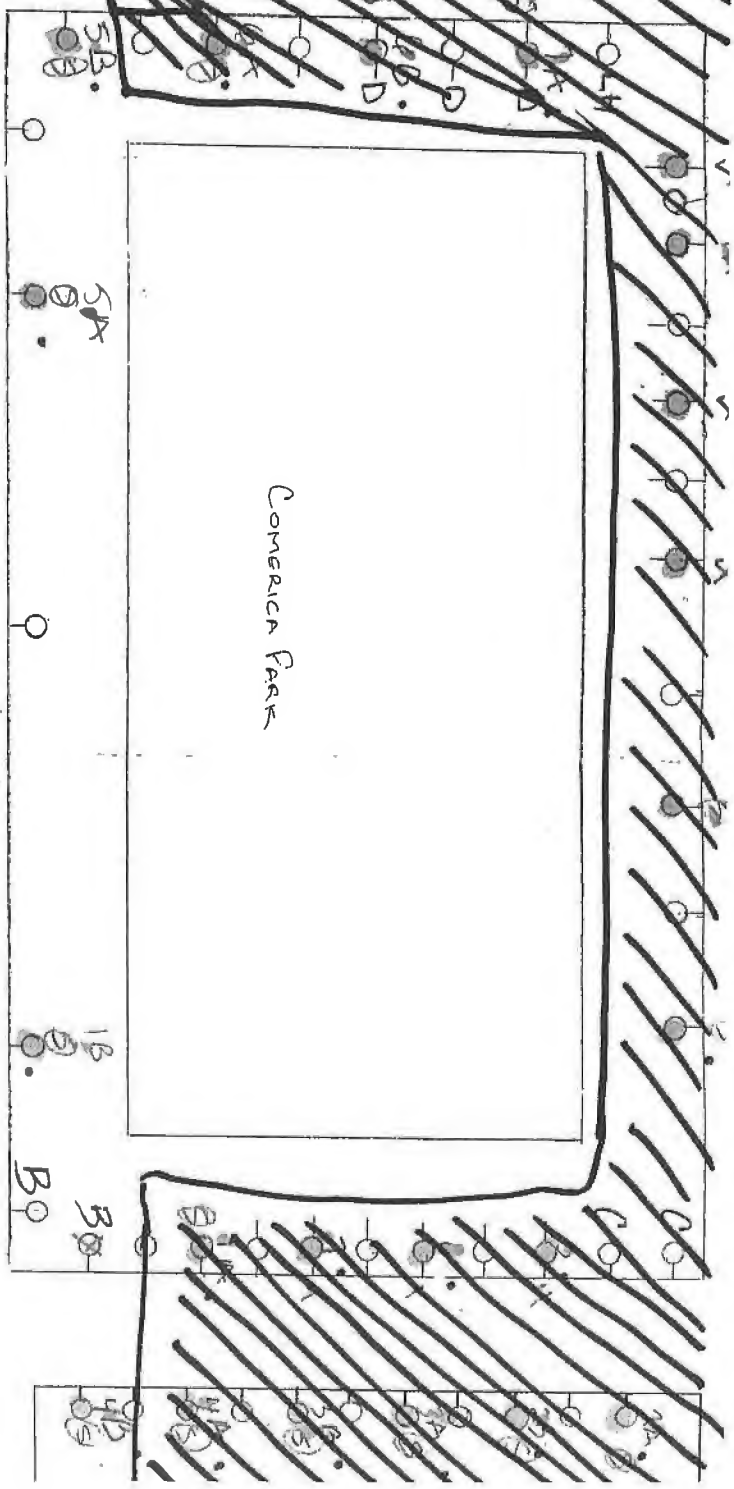
Columbia



ELIZABETH



ADAMS



COMARCA PARK

2019-06-21

**952**

**952**     *Petition of CNN, request to install 70  
banners on Woodward between Adams  
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Adams and Montcalm.*

---

REFERRED TO THE FOLLOWING DEPARTMENT(S)

BUSINESS LICENSE CENTER    DPW - CITY  
ENGINEERING DIVISION  
PUBLIC WORKS DEPARTMENT



CITY OF DETROIT  
DEPARTMENT OF PUBLIC WORKS  
CITY ENGINEERING DIVISION

COLEMAN A. YOUNG MUNICIPAL CENTER  
2 WOODWARD AVE. SUITE 601  
DETROIT, MICHIGAN 48226  
PHONE: (313) 224-3949 • TTY: 711  
FAX: (313) 224-3471  
WWW.DETROITMI.GOV

July 1, 2019

Honorable City Council:

**Re: Spirit Plaza; Petition No. 1773 The Department of Public Works – City Engineering Division, in conjunction with The General Services Department requests the permanent closure of Woodward Avenue, from Jefferson Avenue to Larned Street, for the purpose of continuing the activation of the Spirit Plaza programming.**

On June 12, 2017, the City of Detroit closed the referenced segment of Woodward to activate the Spirit Plaza for an initial pilot period of 90 days.

On November 21, 2017, City Council originally approved Petition No. 1773, which provided for extending the temporary closure of the above referenced segment of Woodward through the spring of 2018, so that the evaluation period could continue through the fall and winter seasons.

In October of 2018, DPW requested City Council approval to extend the temporary closure for a period to culminate on November 15, 2019, upon which time a recommendation was to be brought back to City Council for the Plaza's optional additional year extension.

DPW is now requesting, on behalf of the General Services Department, City Council to vacate as a public right-of-way and convert into a private easement for public utilities of the full width of the above referenced segment of Woodward to facilitate the established, ongoing and future programming.

This vacation to easement, if authorized by Your Honorable Body, establishes GSD as the agency, who is responsible for ensuring that the Plaza is appropriately maintained. In addition, this vacation will allow for coordinating all outreach efforts to impacted stakeholders, as well as providing the mechanism for continued planning for events and space programming. GSD/City of Detroit's Recreation Department and Special Events team to will continue to operate with the established agreement outlining specific responsibilities for each agency, thereby ensuring that the Plaza is being programmed in a manner that maximizes its usage and is consistent with the vision of it being the "People's Plaza". We will continue to provide the opportunity to employ a more expansive outreach effort to individuals that encounter the space on a daily basis, including all employees and regular visitors to the CAYMC. The vacation to easement will also provide the opportunity to install semi-permanent structures to enhance the quality of programming and the overall experience in the public space.

CITY CLERK 2019 JUL 3 PM 1:24

ENTERED

JUL 15 2019

- MTNB without recommendation for approval JA & D

5  
30  
12



Provisions protecting all utility installations in the right-of-way have been made a part of the attached resolution.

I am recommending the adoption of the attached resolution.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read 'Ron Brundidge', written in a cursive style.

Ron Brundidge, Director  
Department of Public Works

/JK/KM

Cc: Brad Dick, Mayor's Office  
Stephanie Washington, Mayor's Office  
Jan Anderson, General Services Department  
Richard Doherty, P.E., City Engineer

BY COUNCIL MEMBER \_\_\_\_\_

**WHEREAS**, the original trial period for the new “Spirit of Detroit Plaza” enhanced the downtown area with a new public space during the summers of 2017 and 2018, and the initial evaluation determined that the closure of the impacted segment of Woodward Avenue, has not been detrimental to traffic flow in the area, and the plaza has been deemed a destination for civic activity and arts and culture, and

**WHEREAS**, the temporary extension was granted through November 15, 2019 with prior City Council actions and whereas a determination has been made to vacate to easement “Spirit Plaza” for the programming of events that include local artists, community groups and local organizations; Therefore be it

**RESOLVED**, that Woodward Avenue, 190 feet wide, from Jefferson Avenue, 210 feet wide to Larned Street, 60 feet wide, and being more particularly described as: Woodward Avenue, 190 feet wide, lying westerly of and adjoining the westerly line of Lots 1, 63, and 64 “Plan of Section numbered one in the City of Detroit, in the Territory of Michigan confirmed by the Governor and Judges on the 27<sup>th</sup> day of April, 1807 and ordered to be a record and to be signed by the Governor and attested by the Secretary of the Board. Attest: Peter Audrain, Sec’y.” as recorded in Liber 34, Page 550 of Deeds, Wayne County Records; also lying easterly of and adjoining the easterly line of the west 30 feet of Lot 2 and the west 30 feet of Lots 63 and the west 30 feet of Lot 64 and the vacated alley adjoining said parts of Lots 2 and 64 “Plat of Section numbered two in the City of Detroit in the Territory of Michigan confirmed unanimously by the Governor and Judges on the 27<sup>th</sup> day of April, 1807 and ordered to be a record and to be signed by the Governor and attested by the Secretary of the Board. Attest: Peter Audrain, Sec’y.” as recorded in Liber 34, Page 549 of Deeds, Wayne County Records.

Be and the same is hereby vacated as a public right-of-way and converted into a private easement for public utilities of the full width of the right-of-way, which easement shall be subject to the following covenants and agreements, uses, reservations and regulations, which shall be observed by the owners of the lots abutting on said right-of-way and by their heirs, executors, administrators and assigns, forever to wit:

First, said owners hereby grant to and for the use of the public an easement or right-of-way over said vacated public street herein above described for the purposes of maintaining, installing, repairing, removing, or replacing public utilities such as water mains, sewers, gas lines or mains, telephone, electric light conduits or poles or things usually placed or installed in a public right-of-way in the City of Detroit, with the right to ingress and egress at any time to and over said easement for the purpose above set forth,

Second, said utility easement or right-of-way in and over said vacated street herein above described shall be forever accessible to the maintenance and inspection forces of the utility companies, or those specifically authorized by them, for the purpose of inspecting,

installing, maintaining, repairing, removing, or replacing any sewer, conduit, water main, gas line or main, telephone or light pole or any utility facility placed or installed in the utility easement or right-of-way. The utility companies shall have the right to cross or use the driveways and yards of the adjoining properties for ingress and egress at any time to and over said utility easement with any necessary equipment to perform the above mentioned task, with the understanding that the utility companies shall use due care in such crossing or use, and that any property damaged by the utility companies, other than that specifically prohibited by this resolution, shall be restored to a satisfactory condition,

Third, said owners for their heirs and assigns further agree that no buildings or structures of any nature whatsoever including, but not limited to, concrete slabs or driveways, retaining or partition walls (except necessary line fences or gates), shall be built or placed upon said easement, nor change of surface grade made, without prior approval of the City Engineering Division – DPW,

Fourth, that if the owners of any lots abutting on said vacated street shall request the removal and/or relocation of any existing poles or other utilities in said easement; such owners shall pay all costs incidental to such removal and/or relocation, unless such charges are waived by the utility owners,

Fifth, that if any utility located in said property shall break or be damaged as a result of any action on the part of said owners or assigns (by way of illustration but not limitation) such as storage of excessive weights of materials or construction not in accordance with Section 3, mentioned above, then in such event said owners or assigns shall be liable for all costs incidental to the repair of such broken or damaged utility; and

Provided, that the property owners maintain for DTE Energy, full access to their facilities at all times (i.e. gated access with DTE locks at all ends of the easement) and that free and easy access to the DTE facilities is reserved for DTE equipment, including the use of backhoes, bull dozers, cranes or pipe trucks, and other heavy construction equipment, as necessary for the alteration or repair of DTE facilities, and further

Provided, that an easement, the full width of the existing rights-of-way, is reserved for the Detroit Water and Sewerage Department for the purpose of installing, maintaining, repairing, removing, or replacing any sewers, water mains, fire hydrants and appurtenances, with the right of ingress and egress at any time to, and over said easement for the purpose above set forth; and be it further

Provided, that free and easy access to the sewers, water mains, fire hydrants and appurtenances within the easement is required for Detroit Water and Sewerage Department equipment, including the use of backhoes, bull dozers, cranes or pipe trucks, and other heavy construction equipment, as necessary for the alteration or repair of the sewer or water main facilities; and be it further

Provided, that the Detroit Water and Sewerage Department retains the right to install suitable permanent main location guide post over its water mains at reasonable intervals and at points deflection; and be it further

Provided, that said owners of the adjoining property, for themselves, their heirs and assigns, agree that no building or structure of any nature whatsoever, including porches, patios, balconies, etc., shall be built upon or over said easement, or that no grade changes or storage of materials shall be made within said easement without prior written approval and agreement with the Detroit Water and Sewerage Department; and be it further

Provided, that if any time in the future, the owners of any lots abutting on said vacated street shall request the removal and/or relocation of the aforementioned utilities in said easement, such owners shall pay all costs incident to such removal and/or relocation. It is further provided that if sewers, water mains, and/or appurtenances in said easement shall break or be damaged as a result of any action on the part of the owner, or assigns, then in such event, the owner or assigns shall be liable for all costs incident to the repair of such broken or damaged sewers and water mains, and shall also be liable for all claims for damages resulting from his action; and be it further

Provided, that if it becomes necessary to remove the paved street returns at the entrances (into Larned Street, and/or Jefferson Avenue) such removal and construction of new curb and sidewalk shall be done under city permit and inspection according to City Engineering Division – DPW specifications with all costs borne by the abutting owner(s), their heir or assigns; and further

Provided, that the City of Detroit retains all ownership rights for the vacated and converted to easement part Woodward Avenue as it was platted in the “Governor and Judges” and further

Provided, that General Services Department/City of Detroit’s Recreation Department and Special Events team to will continue to operate and appropriately maintain the Plaza in accordance with the established agreement outlining specific responsibilities for each agency, thereby ensuring that the Plaza is being programmed in a manner that maximizes its usage and is consistent with the vision of it being the “People’s Plaza”, and further

Provided, that the City Clerk shall within 30 days record a certified copy of this resolution with the Wayne County Register of Deeds.



CITY OF DETROIT  
DEPARTMENT OF PUBLIC WORKS  
ADMINISTRATION DIVISION

(53)

(6)

COLEMAN A. YOUNG MUNICIPAL CENTER  
200 WOODWARD AVENUE, SUITE 611  
DETROIT, MICHIGAN 48226  
(313) 224-3901 • TTY: 711  
(313) 224-1464  
WWW.DETROITMI.GOV

(47)

April 23, 2018

**Honorable City Council:**

**RE: Spirit Plaza; Petition No. 1773 – The Department of Public Works – City Engineering Division, in conjunction with the General Services Department and the Downtown Detroit Partnership, requests the extension of the temporary closure of Woodward Avenue, from Jefferson Avenue to Larned Street from May 1, 2018 through November 16, 2018 for the purpose of continuing the activation and evaluation of the Spirit Plaza.**

On June 12, 2017, the City of Detroit closed the referenced segment of Woodward to activate the Spirit Plaza for an initial pilot period of 90 days.

On November 21, 2017, City Council originally approved Petition No. 1773, which provided for extending the temporary closure of the above referenced segment of Woodward through the spring of 2018, so that the evaluation period could continue through the fall and winter seasons.

DPW is now requesting City Council approval to extend the temporary closure for a period to culminate on November 16, 2019 upon which time a recommendation will be brought back to City Council for the Plaza's potential permanency.

This extension, if authorized by Your Honorable Body, establishes GSD and DDP as the agencies who will take responsibility for ensuring that the Plaza is appropriately maintained throughout the extended evaluation period. In addition, the extension will allow for coordinating all outreach efforts to impacted stakeholders, as well as providing the mechanism for continued planning for events and space programming this year, which will include celebrating the 60 year anniversary of the Spirit of Detroit. DDP will enter into a separate 3-party agreement with the City of Detroit's Recreation Department and Special Events team to establish specific responsibilities for each agency, thereby ensuring that the Plaza is being programmed in a manner that maximizes its usage and is consistent with the vision of it being the "People's Plaza". In addition, it will provide the opportunity to employ a more expansive outreach effort to individuals that encounter the space on a daily basis, including all employees and regular visitors to the CAYMC. The extension will also provide the opportunity to continue analyzing the impact to traffic on surrounding streets as DDP will employ an independent traffic consulting firm to study impact on traffic in the adjacent as well as surrounding streets. Prior to the end of the extended evaluation period, city agencies (DPW, Planning, GSD, Special Events), along with DDP will summarize to City Council our findings, which will be utilized in making a determination for the future use of the public space.

Provisions protecting all utility installations in the right-of-way have been made a part of the attached resolution.

I am recommending the adoption of the attached resolution.

Respectfully submitted,

Ron Brundidge, Director - DPW  
Department of Public Works

ENTERED APR 30 2018

CITY CLERK 2018 APR 23 PM 3:55



Cc: Jed Howbert, Mayor's Office  
Stephanie Washington, Mayor's Office  
Maurice Cox, Planning Department  
Brad Dick, General Services Director  
Vince Keenan, Mayor's Office  
Linda Vinyard, Special Events

BY COUNCIL MEMBER

*Benson*

**WHEREAS**, the original trial period for the new "Spirit of Detroit Plaza" enhanced the downtown area with a new public space during the summer of 2017, and the initial evaluation determined that the closure of the impacted segment of Woodward Avenue, has not been detrimental to traffic flow in the area, and the plaza was "liked" by a majority of individuals surveyed, and

**WHEREAS**, the initial "temporary" period was extended through April 30, 2018, through prior City Council actions and whereas a determination has been made to extend the temporary closure period for an additional 6 and a half months through November 16, 2018 to allow for continued outreach to the impacted public and business communities as well as programming events surrounding the 60 year anniversary of the Spirit of Detroit, now therefore be it

**RESOLVED**, The City Engineering Division – DPW is hereby authorized and directed to temporarily close Woodward Avenue, 190 feet wide, from Jefferson Avenue, 210 feet wide to Larned Street, 60 feet wide for a period culminating on March 31, 2019 and being more particularly described as: Woodward Avenue, 190 feet wide, lying westerly of and adjoining the westerly line of Lots 1, 63, and 64 "Plan of Section numbered one in the City of Detroit, in the Territory of Michigan confirmed by the Governor and Judges on the 27<sup>th</sup> day of April, 1807 and ordered to be a record and to be signed by the Governor and attested by the Secretary of the Board. Attest: Peter Audrain, Sec'y." as recorded in Liber 34, Page 550 of Deeds, Wayne County Records; also lying easterly of and adjoining the easterly line of the west 30 feet of Lot 2 and the west 30 feet of Lots 63 and the west 30 feet of Lot 64 and the vacated alley adjoining said parts of Lots 2 and 64 "Plat of Section numbered two in the City of Detroit in the Territory of Michigan confirmed unanimously by the Governor and Judges on the 27<sup>th</sup> day of April, 1807 and ordered to be a record and to be signed by the Governor and attested by the Secretary of the Board. Attest: Peter Audrain, Sec'y." as recorded in Liber 34, Page 549 of Deeds, Wayne County Records; on a temporary basis (for a period of Five (5) years) to expire on November 1, 2022;

**PROVIDED**, that no buildings or other structures of any nature whatsoever shall be constructed on or over the public right-of-way. The City of Detroit retains all rights and interests in the temporarily closed public right-of-way. The City and all utility companies retain their rights to service, inspect, maintain, repair, install, remove or replace utilities in the temporarily closed public right-of-way. Further, a specific condition is imposed to ensure unimpeded 24-hour-per-day access to the City and utility companies; and



BENSON

PROVIDED, that if there is still a need for access from any of the abutting property owners to said temporary closed street, access shall and must be maintained for those properties; and

PROVIDED, that the Detroit Water and Sewerage Department (DWSD) forces shall have free and easy access to the water main and sewer facilities at all times to permit proper operation, maintenance and if required, alteration or repair of the water main and/or sewer facilities. Free and easy access shall mean that no structures or storage of materials will be allowed upon the temporarily closed street to hinder the movement of maintenance equipment; and further

PROVIDED, that where a fence is placed across the temporarily closed portion of a street then a gate must be installed to permit access for DWSD staff. The gate shall remain unlocked 24 hours a day, unless a guard is stationed near the gate to allow DWSD ingress and egress at any time to and from the temporarily closed street. The minimum dimensions of the gate or gates shall provide 15 feet vertical and 13 foot horizontal clearances for freedom of DWSD equipment movement; and further

PROVIDED, that should the water main and/or sewer facilities be broken or damaged as a result of any action on the part of the petitioner or assigns, then in such event the petitioner or assigns shall be liable for all costs incident to the repair of such broken or damaged water main and appurtenances, and the petitioner waives all claims for damages, and further

PROVIDED, that at the expiration of the permit, all obstructions shall be removed at the City's expense. The public property shall be restored to a condition satisfactory to the City Engineering Division – DPW; and

PROVIDED, that this resolution is revocable at the will, whim or caprice of the Detroit City Council without cause. The petitioner waives the right to claim damages or compensation for removal of encroachments. Further, the permittee acquires no implied or other privileges hereunder not expressly stated herein. If this permit is continued through April 1, 2018, the City Council may (upon written request and if the circumstances justify accordingly) grant an extension thereto; and

PROVIDED, that this permit shall not be assigned or transferred without the written approval of the Detroit City Council; and further

PROVIDED, That the City Clerk shall within 30 days record a certified copy of this resolution with the Wayne County Register of Deeds.

SB  
NOV 16, 2018



CITY OF DETROIT  
FIRE DEPARTMENT  
DETROIT PUBLIC SAFETY HEADQUARTERS

#6  
1301 THIRD STREET  
DETROIT, MICHIGAN 48226  
PHONE 313•596•2900 TTY:711  
FAX 313•596•2888  
WWW.DETROITMI.GOV

April 27, 2018

Honorable City Council Members  
City of Detroit – City Council Office  
Coleman A. Young Municipal Center  
2 Woodward Avenue, Room #1340  
Detroit, Michigan 48226

**RE: SPIRIT PLAZA**

Dear Honorable City Council:

With regard to the closure of Woodward for the temporary activation of Spirit Plaza, the Police and Fire Departments have recently been engaged in interdepartmental meetings to go over safety and risk management for the proposed summer activation. These meetings have occurred on a weekly basis.

On April 12<sup>th</sup>, 2018, Fire and Police Departments were present at the Spirit Plaza interdepartmental coordination meeting held at the Planning and Development Department. The Fire Department expressed concern with the fire lane location initially proposed on the southbound portion of Woodward. Similarly, the Police Department identified areas of concerns regarding barriers on the Larned side of the proposed plaza. Both concerns were taken into consideration and we were able to find a mutually agreeable solution that met both the Fire Department's and the Police Department's concerns. This included a fire lane/public safety access lane on the northbound side of Woodward closest to the Coleman A. Young Municipal Center.

These interdepartmental meetings have been helpful in identifying the safety concerns and mitigating risks. We look forward to continuing coordination regarding Spirit Plaza.

The following individuals have been present during the coordination meetings:

Fire Department – Shawn F. Battle, Chief of Fire Prevention  
Fire Department – Mathew Fauls, EMS Assistant Supervisor  
Fire Department – Eugene V. Biondo, Deputy Fire Chief  
Fire Department – Sean Larkins, Superintendent of EMS

Police Department – Assistant Chief Arnold Williams  
Police Department – Captain Octaveious Miles – Downtown Captain

Respectfully,


Eric Jones  
Executive Fire Commissioner

James E. Craig  
Chief of Police

Received @ table 3/1/18 (Formal session)

Janice M. Winfrey  
City Clerk

City of Detroit  
OFFICE OF THE CITY CLERK

  
Vivian A. Hudson  
Deputy City Clerk

**DEPARTMENTAL REFERENCE COMMUNICATION**

*Monday, September 11, 2017*

*To: The Department or Commission Listed Below*

*From: Janice M. Winfrey, Detroit City Clerk*

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The following petition is herewith referred to you for report and recommendation to the City Council.

In accordance with that body's directive, kindly return the same with your report in duplicate within four (4) weeks.

---

DPW - CITY ENGINEERING DIVISION      PLANNING AND DEVELOPMENT DEPARTMENT

**1773**      *City of Detroit- Department of Public Works- City Engineering Division, requests the temporary closure of Woodward Avenue from Jefferson to Larned Street for a period of five years.*



CITY OF DETROIT  
DEPARTMENT OF PUBLIC WORKS  
CITY ENGINEERING DIVISION

COLEMAN A. YOUNG MUNICIPAL CENTER  
2 WOODWARD AVENUE, SUITE 601  
DETROIT, MI 48226  
PHONE: (313) 224-3949 • TTY: 711  
FAX: (313) 224-3471  
WWW.DETROITMI.GOV

September 7, 2017

The Honorable City Council  
Attn: Office of City Clerk  
2 Woodward Avenue  
Coleman A. Young Municipal Center, Suite 200,  
Detroit, MI 48226

Honorable City Council

The Department of Public Works – City Engineering Division submits this petition to request the temporary closure of Woodward Avenue, from Jefferson Avenue to Larned Street for a period of five years.

The new “Spirit of Detroit Plaza,” is a vibrant new public space located in front of the Spirit of Detroit statue. The 20,000 square-foot civic square on Woodward, between Larned and Jefferson, exists to celebrate Detroit’s diversity and complement recent enhancements to Woodward Avenue, such as the new esplanade between Larned and Campus Martius.

During the initial trial period, the civic space, as well as adjacent streets in the immediate area, have been closely monitored to evaluate the overall impact. Similar public spaces have been created in many cities around the world to improve walkability, increase access to public space, and create new business development without negatively impacting area traffic flow.

The project improves both safety and mobility for all users, creating a more direct pedestrian link between Downtown and the Detroit Riverfront, while reducing delay times for motorists travelling on Jefferson Ave, one of the cities’ busiest thoroughfares. The project also marks the latest step towards the City’s goal of establishing smarter, safer mobility for all and improving the city’s economy by reimagining Detroit’s streets to serve everyone.

This petition is being requested so that “Spirit of Detroit Plaza” may continue as a public space on Woodward Avenue between Jefferson Avenue and Larned Street.

Respectfully submitted,

Richard Doherty, P. E., City Engineer  
City Engineering Division – DPW





CITY OF DETROIT  
RECREATION DEPARTMENT  
ADMINISTRATION OFFICE

18100 MEYERS  
DETROIT, MICHIGAN 48235  
(313) 224-1100 • TTY:711  
(313) 224-3544  
WWW.DETROITMI.GOV

24  
#  
13

June 25, 2019

Honorable City Council;

Re: Authorization to accept a donation of park improvements from the Detroit Pistons for Rouge Park North.

Detroit General Services Department is requesting authorization of your Honorable Body to accept a donation of park improvements from the Detroit Pistons to be installed at Rouge Park North. Park improvements have an estimated cost of \$15,000 which will be borne by the Detroit Pistons organization.

Park improvements will consist of the purchase and installation of picnic tables and benches to be installed at and around the picnic pavilion and basketball court in Rouge Park North. In addition, the organization will cover the cost and labor to perform brush clearing along Plymouth Road, painting of the picnic shelter, stripping of the parking lot, and planting trees along the basketball court. Improvements will be complete by July 11<sup>th</sup>. With assistance from Detroit Diesel, we will water the trees to ensure they are maintained post this event.

We respectfully request your authorization to accept a donation of park improvements from the Detroit Pistons by adapting the attached resolution with a Waiver of Reconsideration

Sincerely,

*Janet Anderson*  
Janet Anderson  
Director

ENTERED III 11 2019 - HTNB- 2/0 RCL



## Resolution

**Council Member** \_\_\_\_\_

**Whereas**, Detroit General Services Department is requesting authorization to accept a donation of park improvements from Detroit Pistons to be installed at Rouge Park-North, with an estimated cost value of \$15,000

**Whereas**, park improvements will consist of the purchase and installation of picnic tables and benches to be installed at the picnic pavilion and around the basketball court at Rouge Park. Improvements will also include brush clearing along Plymouth Road, painting of the picnic shelter, striping the parking lot, and planting trees

**Resolved**, Detroit General Services has authorization to accept a donation of park improvements from the Detroit Pistons to be installed at Rouge Park-North.



GENERAL SERVICES DEPARTMENT  
**Parks & Recreation  
Division**

## Improvement Authorization Form

Page 1

### APPLICANT SECTION

Requesting Organization Name: Detroit Pistons  
Contact Name: Awenate Cobbina  
Phone: 248.377.0122  
Email: acobbina@pistons.com  
Address: 6 Championship Drive, Auburn Hills, MI 48306

Today's Date: June 21, 2019  
DPRD Property Name: Rouge Park  
Property Address: 21860 Joy Rd., Detroit, MI  
Location within the Property: Rouge Park Basketball Courts (Off of Plymouth)

#### Improvement Type:

- ☐ Park  
☐ Facility (ie Rec Center)

- ☒ Physical Improvement  
☒ Not-Art → fill out Donation Letter  
☐ Art → fill out Art Donation Letter  
☐ Maintenance → fill out SLA Letter

#### Improvement Project Description:

(Please specify if any listed funding are for an event / program, or not for a permanent, physical improvement.)

Planting 30 trees around basketball court and parking lot that will be maintained by Pistons sponsor  
Brush clearing and landscape clean up along Plymouth Rd  
Striping the parking lot lines for clearer demarcation spots  
Building picnic tables and benches  
Painting the picnic shelter

Estimated Value of Improvement: \$15,000

By submitting this request I/We/Our Organization agree(s) to abide by all rules and policies of the City of Detroit and the General Services Department, Parks and Recreation Division. I/We also agree that all information submitted in this Park Improvement Authorization Form is true and accurate to the best of my/our knowledge and I/We hereby request that the Parks and Recreation Division consider my/our Project for approval. I/We agree at my/our own expense to defend, indemnify, save and hold harmless the City of Detroit, its officers, employees and agents against and from any and all liabilities, obligations, damages, penalties, claims, costs, charges, and expenses (including without limitation, fees and expenses of attorneys, expert witnesses and other consultants) which may be imposed upon, incurred by or asserted against myself/us and/or the City of Detroit by reason of or resulting from my/our use of the DPRD Property named above and construction of this Project as described herein.

Signature: \_\_\_\_\_

Date: 24 June 2019

Print Name: Awenate Cobbina

Organization on behalf of: Palace Sports & Entertainment, LLC

Monday, June 24, 2019

Janet Anderson, PhD  
Director, General Services Department  
Detroit Parks and Recreation Division  
18100 Meyers Road – Lower Level  
Detroit, Michigan 48235

Dear Dr. Anderson:

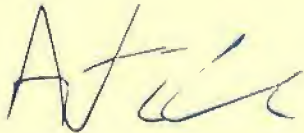
On behalf of Detroit Pistons, I am writing to offer our full assistance in purchasing and installing picnic tables and benches at the picnic pavilion and around the new basketball court in Rouge Park. We will also be covering the cost and labor to perform brush clearing along Plymouth Road, paint the picnic shelter, stripe the parking lot with new parking lot lines, and plant trees along the basketball court and throughout the parking lot islands. The costs, approximately \$15,000, are being borne by the group mentioned above.

These improvements will take place on Thursday, July 11 with prep work beginning Monday, July 8. We have worked with community representatives to ensure these improvements are desired.

The Detroit Pistons will be working with Detroit Diesel to check-in and water the trees that are planted to ensure they are maintained post event.

Thank you for your time and consideration.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Avenate' followed by a stylized flourish.

Avenate Cobbina  
Vice President of Business Affairs & Associate Counsel  
Palace Sports & Entertainment, LLC



**City Year Detroit & Detroit Pistons Service Day**  
**Rouge Park Task List - 6.24**

Project Tasks		104	Participants	Prep work	Responsibility	Notes
<b>1) Bench Construction</b>		<b>18</b>		1) Order materials	CY Detroit	
a) (6) Cemented benches around court		6		2) Double check orders and ghost build	Care Force	
b) (4) Picnic table construction		12				
<b>2) Gazebo &amp; Bathroom Building Rehab</b>		<b>18</b>		1) Order materials	CY Detroit	
a) (4) Picnic table construction		12		2) Double check orders and ghost build	Care Force	
b) Repaint gazebo		6		3) Sand gazebo and prime, if needed	Care Force	
<b>3) Landscaping</b>		<b>18</b>		4) Tape, tarp gazebo area	Care Force	
a) Trail clean-up around the court		10		1) Identify trail areas and tree locations	City of Detroit	
b) Tree planting around court & parking lot (30)		8		2) Mark off tree locations	Care Force	
<b>4) Parking Lot Rehab</b>		<b>20</b>		3) Dog holes	Care Force	
a) Paint parking lot lines		20		1) Receive specs from city	City of Detroit	
				2) Source materials	Care Force	
				3) Pressure wash, if needed	Care Force	
<b>4) Brush Clearing</b>		<b>30</b>		1) Identify area and what needs to be cleared	City of Detroit	
a) Brush Clearing		30		2) Gather materials	Care Force	

07/10/2019 10:45:33

David Whitaker, Esq.  
Director  
Irvin Corley, Jr.  
Executive Policy Manager  
Marcell R. Todd, Jr.  
Senior City Planner  
Janese Chapman  
Deputy Director

John Alexander  
LaKisha Barclift, Esq.  
M. Rory Bolger, Ph.D., AICP  
Elizabeth Cabot, Esq.  
Tasha Cowen  
Richard Drumb  
George Etheridge  
Deborah Goldstein


# City of Detroit CITY COUNCIL

LEGISLATIVE POLICY DIVISION  
208 Coleman A. Young Municipal Center  
Detroit, Michigan 48226  
Phone: (313) 224-4946 Fax: (313) 224-4336

Christopher Gulock, AICP  
Derrick Headd  
Marcel Hurt, Esq.  
Kimani Jeffrey  
Anne Marie Langan  
Jamie Murphy  
Carolyn Nelson  
Kim Newby  
Analine Powers, Ph.D.  
Jennifer Reinhardt  
Sabrina Shockley  
Thomas Stephens, Esq.  
David Teeter  
Theresa Thomas  
Kathryn Lynch Underwood  
Ashley A. Wilson

14

TO: COUNCIL MEMBERS

FROM: David Whitaker, Director  
Legislative Policy Division Staff 

DATE: July 10, 2019

RE: **RESOLUTION RECOMMENDING THE QUALITIES OF THE  
GOVERNOR'S APPOINTEE TO THE MICHIGAN PUBLIC SERVICE  
COMMISSION**

Councilmember Scott Benson requested that the Legislative Policy Division (LPD) draft a RESOLUTION RECOMMENDING THE QUALITIES OF THE GOVERNOR'S APPOINTEE TO THE MICHIGAN PUBLIC SERVICE COMMISSION.

Attached, please find our draft of the aforementioned resolution.

Please contact us if we can be of any further assistance.

## **RESOLUTION BY COUNCIL MEMBER SCOTT BENSON**

### **RESOLUTION RECOMMENDING THE QUALITIES OF THE GOVERNOR'S APPOINTEE TO THE MICHIGAN PUBLIC SERVICE COMMISSION**

**WHEREAS,** The mission of the Detroit City Council is to promote the economic, cultural and physical welfare of Detroit's citizens and residents through Charter-mandated legislative functions; and

**WHEREAS,** In the near future, Governor Whitmer will make her second appointment to the Michigan Public Service Commission. This appointment will undoubtedly have a major impact on the city of Detroit; and

**WHEREAS,** The City of Detroit is developing a new Greenhouse Gas Ordinance designed to secure a health environment and a more sustainable future for our community, now more than ever, the decisions made by the Michigan Public Service Commission need to more closely align with the technological advancement and cutting edge environmental policy initiatives found in the local levels of government that will have a major impact of our environment and that can reduce the emission of greenhouse gases; and

**WHEREAS,** In addition, the city of Detroit with its high poverty rate has a population which is particularly vulnerable to being adversely impacted by the slightest increase in utilities cost; and

**WHEREAS,** Given these factors, it is paramount that the Governor consider a person for the position that can advocate for the interest of the residential consumers of energy, one who understands how the Michigan Public Service Commission's decisions may impact the average person. While it is important that this person has an understanding of the resource needs of the utility companies as well, it is essential that the person not have ties to utility companies or the organizations that support them. These firms have sufficient support with their own lobbyists; and

**WHEREAS,** Moreover, the person selected should be someone who engages with and listens to the community, remains abreast of the current technology, will uphold the public trust and possesses an excellent track record of being accountable to the average citizen; **NOW THEREFORE BE IT**

**RESOLVED,** The Council recommends that the Governor selects a person for the Michigan Public Service Commission, that meets the qualities that are outlined in this resolution ; **BE IT FURTHER**

**RESOLVED,** That copies of this resolution be forwarded Governor Gretchen Whitmer and the Michigan State Senate.

July 10, 2019

David Whitaker, Esq.  
Director  
Irvin Corley, Jr.  
Executive Policy Manager  
Marcell R. Todd, Jr.  
Senior City Planner  
Janese Chapman  
Deputy Director

John Alexander  
LaKisha Barclift, Esq.  
M. Rory Bolger, Ph.D., AICP  
Elizabeth Cabot, Esq.  
Tasha Cowen  
Richard Drumb  
George Etheridge  
Deborah Goldstein

**City of Detroit**  
**CITY COUNCIL**  
**LEGISLATIVE POLICY DIVISION**  
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David Teeter  
Theresa Thomas  
Kathryn Lynch Underwood  
Ashley A. Wilson

TO: COUNCIL MEMBERS

FROM: David Whitaker, Director  
Legislative Policy Division Staff

DATE: July 8, 2019

RE: **RESOLUTION RECOMMENDING THE QUALITIES OF THE  
GOVERNOR'S APPONTEE TO THE MICHIGAN PUBLIC SERVICE  
COMMISSION**

Councilmember Scott Benson requested that the Legislative Policy Division (LPD) draft a RESOLUTION RECOMMENDING THE QUALITIES OF THE GOVERNOR'S APPONTEE TO THE MICHIGAN PUBLIC SERVICE COMMISSION.

Attached, please find our draft of the aforementioned resolution.

Please contact us if we can be of any further assistance.

## **RESOLUTION BY COUNCIL MEMBER SCOTT BENSON**

### **RESOLUTION RECOMMENDING THE QUALITIES OF THE GOVERNOR'S APPOINTEE TO THE MICHIGAN PUBLIC SERVICE COMMISSION**

**WHEREAS,** The mission of the Detroit City Council is to promote the economic, cultural and physical welfare of Detroit's citizens and residents through Charter-mandated legislative functions; and

**WHEREAS,** In the near future, Governor Whitmer will make her second appointment to the Michigan Public Service Commission. This appointment will undoubtedly have a major impact on the city of Detroit; and

**WHEREAS,** The City of Detroit is developing a new Greenhouse Gas Ordinance designed to secure a health environment and a more sustainable future for our community, now more than ever, the decisions made by the Michigan Public Service Commission need to more closely align with the technological advancement and cutting edge environmental policy initiatives found in the local levels of government that will have a major impact of our environment and that can reduce the emission of greenhouse gases; and

**WHEREAS,** In addition, the city of Detroit with its high poverty rate has a population which is particularly vulnerable to being adversely impacted by the slightest increase in utilities cost; and

**WHEREAS,** Given these factors, it is paramount that the Governor consider a person for the position that can advocate for the interest of the residential consumers of energy, one who understands how the Michigan Public Service Commission's decisions may impact the average person. While it is important that this person has an understanding of the resource needs of the utility companies as well, it is essential that the person not have ties to utility companies or the organizations that support them. These firms have sufficient support with their own lobbyists; and

**WHEREAS,** Moreover, the person selected should be someone who engages with and listens to the community, remains abreast of the current technology, will uphold the public trust and possesses an excellent track record of being accountable to the average citizen; **NOW THEREFORE BE IT**

**RESOLVED,** The Council recommends that the Governor selects a person for the Michigan Public Service Commission, that meets the qualities that are outlined in this resolution ; **BE IT FURTHER**

**RESOLVED,** That copies of this resolution be forwarded Governor Gretchen Whitmer.

BY COUNCIL MEMBER \_\_\_\_\_:

**RESOLUTION APPOINTING A MEMBER TO THE  
CITY PLANNING COMMISSION**

**RESOLVED** That the Detroit City Council hereby appoints Lauren Hood to the City Planning Commission to represent the at-large district for a term beginning immediately and ending February 14, 2022.

July 12, 2019

CITY CLERK 2019 JUL 12 PM12:57

## IOS Referral

Jasmine Barnes

Thu 7/4/2019 3:10 PM

To: Deonte Agee <ageed@detroitmi.gov>; Louise Jones <jonesl@detroitmi.gov>; Andre Gilbert <gilbertand@detroitmi.gov>

Cc: Brenda Jones <bjones@detroitmi.gov>; Marcell Todd <marcell@detroitmi.gov>; Paul Corbett <corbettp@detroitmi.gov>; Laurie-Anne Sabatini <sabatinil@detroitmi.gov>

📎 2 attachments (172 KB)

RESUME JANUARY 2019-1.pdf; RESUME JANUARY 2019.pdf;

Greetings!

Please refer the attached resume to IOS on the July 9 New Business Agenda as the OFCPBJ At-large CPC nominee.

Thank you.

Get Outlook for iOS

ENTERED JUL 10 2019 M.T.F. (JT) 3-0

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## LAUREN A. HOOD

LaurenAHood.com  
Ms.laurenhood@gmail.com

### EDUCATION

University of Detroit Mercy  
Bachelor of Business Administration  
Master of Community Development

### AFFILIATIONS

Policy Link  
Detroit Equity Delegate

Detroit Sound Conservancy  
Board of Directors

Detroit Regional Chamber  
Leadership Detroit XXXIX Class

City of Detroit Council Appointee  
City Planning Commissioner

University of Detroit Mercy  
Masters of Community Development  
Program Advisory Board

### RECOGNITION

Harvard Business School  
Young American Leaders Program

PlaceLab Chicago  
Ethical Redevelopment Fellowship

Preservation Detroit  
Board of Directors

City of Detroit Mayoral Appointee  
Historic District Commissioner

Damon J. Keith Center  
Detroit Equity Action Lab Fellowship

### SELECT EXPERIENCE

#### Deep Dive Detroit, LLC (Detroit, MI) 2012–Present

##### *Consultant*

Serve as local context expert and engagement strategist for design teams working on development projects in Detroit. Leverage place based knowledge, experience and social capital to design and execute robust and inclusive citizen engagement plans. Projects include City of Detroit's Sustainability Action Agenda and Wayne State University's Master Plan.

##### *Facilitator*

Design curriculum and moderate group dialogues on issues pertaining to racial equity & privilege, equitable development, and community engagement. Have successfully engaged close to 1000 participants at more than a dozen organizations. Previous clients have included the Skillman Foundation, EcoWorks, Challenge Detroit, Detroit Revitalization Fellows, and Wayne State University among others.

#### Live6 (Detroit, MI) 2015–2017

##### *Founding Director*

Successfully launched place based, anchor institution partnership organization convened to create and implement community development activities in Northwest Detroit. Designed multiple platforms for gleaning input from residents, business owners, property owners, and neighborhood leaders at levels to create a shared vision for recruiting new businesses, sustaining exiting businesses, vacant property activation and community programming. Served as convening partner connecting community members to philanthropic and financial institutions, city government, service providers and anchor institution leadership. Over the course of a 2 year period, engaged over 1000 residents in monthly public dialogues, monthly advisory meetings, quarterly cultural events and bi-weekly peacemaking initiatives.

#### Loveland Technologies (Detroit, MI) 2013–2015

##### *Director of Community Engagement*

Partnered with community organizations to develop and execute neighborhood specific outreach strategies to engage residents in a city wide property mapping process. Produced workshop materials, convened and trained over 700 residents on data collection applications.

#### City of Highland Park (Highland Park, MI) 2010, 2012–2013

##### *Project Manager: Community/Economic Development*

Responsible for the execution of citywide economic development programs. Managed initiatives in demolition, deconstruction, housing rehabilitation, public works, and business attraction. Negotiated on behalf of the municipality in grant related hearings with federal, state, and county representatives. Worked to establish the City's Historic District Commission and served as the City Hall liaison to the Planning Commission.



CITY OF DETROIT  
LAW DEPARTMENT

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Date: July 11, 2019

To: Honorable City Council

From: Law Department

*esw*

Re: Scheduling Closed Session in the matter of *Mario Neal v. City of Detroit and Aric Tosqui*, Wayne County Circuit Court Case No. 18-01026-CD

Your Honorable Body, through the Internal Operations Standing Committee, requested a closed session regarding a privileged and confidential case evaluation acceptance memorandum filed by the Law Department on July 3, 2019. This closed session is being expedited at the request of the Law Department, based on the case evaluation acceptance deadline.

After consultation with the Council President's office, the Law Department is respectfully requesting that the closed session be held on **Wednesday, July 17, 2019 at 3:00 p.m.** to discuss the privileged document.

CITY CLERK 2019 JUL 11 PM 2:03

## **RESOLUTION TO CALL CLOSED SESSION**

**RESOLVED**, that a closed session of the Detroit City Council is called in accordance with Section 8(h) of the Open Meetings Act, 1976 PA 267, MCL 15.268(h), for the purposes of discussing a privileged and confidential memorandum titled *Case Evaluation Acceptance Memorandum* in the matter of ***Mario Neal v. City of Detroit and Aric Tosqui***, Wayne County Circuit Court Case No. 18-01026-CD, dated July 3, 2019. This memorandum is an attorney-client communication prepared by the Law Department and therefore is exempt from disclosure under Section 13(g) of the Freedom of Information Act, MCL 15.243(1)(g). Law Department attorneys, representatives from the Detroit Police Department, as well as attorneys from the Legislative Policy Division may be present. The closed session will be held on:

**Wednesday, July 17, 2019 at 3:00 p.m.**

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*Note: A 2/3 Roll Call vote of members elected and serving (6 votes) is required pursuant to MCL 15.267(1).*